



Freeport City Council  
March 10, 2020  
Regular Council Meeting

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**City of Freeport**  
**REGULAR COUNCIL MEETING AGENDA**

March 10, 2020, 9:00 AM

Board of County Commissioners Board Room

Freeport Commons

842 Highway 20 E, Unit 118

Freeport, Florida 32439

1. **Meeting Called to Order**
2. **Invocation and Pledge of Allegiance**
3. **Recognition of Guests**
4. **Request for Placement on the City Council Agenda**
  - a. Emily Rogers on behalf of Alan R. Gibson - Water Bill Issue - TAB 1
  - b. Teresa McCaleb - Water Bill Issue - TAB 2
5. **Public Comment on Consent Agenda**
6. **Approval of Consent Agenda - TAB 3**
  - a. Bills Paid
  - b. Regular Council Meeting Minutes - January 14, 2020 - corrected
  - c. Regular Council Meeting Minutes - January 23, 2020 - corrected
7. **Consideration of Additions/Deletions to Agenda**
8. **Approval of Agenda with Additions/Deletions**
9. **Staff Reports**
  - a. Water - none.
  - b. Sewer - none.
  - c. Parks
    1. Updates
  - d. City Clerk - none.
  - e. Finance - none.
  - f. Billing - none.

- g. Planning
  - 1. LDC Ordinance/Appendix B: Special Events/1st Reading - Staff to Advertise for 2nd Reading - TAB 4
  - 2. LDC Ordinance/Appendix I: 331 South Corridor Standards/1st Reading - Staff to Advertise for 2nd Reading - TAB 5
  - 3. Special Event Request - Blood Drive - TAB 6
- h. Legal - none.
- i. Engineering
  - 1. US 331 North Sewer Expansion - Easements - TAB 7
  - 2. US 331 North Sewer Expansion - Engineering Proposal - TAB 8
  - 3. SR-20 Forcemain Upgrade & Jolly Bay Road Repair - Bid Results and Award
  - 4. SRF Phase I WW Improvements - Proposed change order 4 - TAB 9

**10. Old Business**

- a. City Manager Hiring Process
- b. Pending List - TAB 10

**11. New Business - none.**

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman McCormick

**12. Attorney Client Session - JAB Holdings, LLC v. City of Freeport \*CLOSED TO THE PUBLIC\***

**13. Public Comment**

**14. Adjournment**

The City of Freeport may take action on any matter during this meeting, including items that are not set forth within this agenda.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



CITY OF FREEPORT

REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA

Date Submitted: 2/20/2020

NAME(S): Emily Rogers on behalf of Alan R. Gibson

Physical Address: 309 magnolia Street  
Freeport

Mailing Address: 30468 Emerald Coast Pkwy, Unit 601  
Destin, FL 32541

Phone Number: Work/Home/Cell (circle one) 850-837-0155

Matter to come before the Council (give specific details & attach documentation):  
See enclosed - water bill issue

*FOR DEVELOPMENT PROJECTS, CODE ENFORCEMENT, FLOODPLAIN MANAGEMENT, LAND USE CHANGES, ZONING CHANGES AND BUILDING PERMITS: ADMINISTERED PROCESSED & SCHEDULED BY CITY PLANNER*

Is this matter informational/no vote required? YES  NO

If this matter DOES NOT REQUIRE ACTION/is only to provide an update or information, please provide the following, un-stapled/un-bound:

- 1. 1-page brief with background/history and update/information ( example attached)
- 2. Maps/site plans/tables/flier/program (if pertinent)

If this matter DOES REQUIRE ACTION (vote) by the Council, please indicate if it is:

- PROPOSED ORDINANCE; and provide un-stapled/un-bound
- 1. 1-page brief with background/history and update/information
  - 2. Draft Ordinance with Exhibits
  - 3. Background documentation
  - 4. Maps/site plans (if pertinent)

- PROPOSED RESOLUTION; and provide un-stapled/un-bound
- 1. 1-page brief with background/history and update/information
  - 2. Draft Resolution
  - 3. Background documentation
  - 4. Maps/site plans/tables (if pertinent)



## CITY OF FREEPORT

- \_\_\_\_\_ REQUEST FOR WAIVER OF RENTAL FEES; and provide un-stapled/un-bound
1. 1-page brief with background/history and description of waiver request (example attached)
  2. Background documentation

- OTHER; and provide un-stapled/un-bound
1. 1-page brief with background/history and update/information (example attached)
  2. Background documentation
  3. Maps/site plans/tables (if pertinent)

**Notes:**

- The City Council may request additional information and review regarding any item placed on any council agenda and may table items as deemed necessary.
- Any matter which may require a legal opinion by the City Attorney may require additional submittals and may be tabled to a subsequent meeting for additional review.

### SCHEDULE TO BE PLACED ON CITY COUNCIL AGENDA

The City Council has set the below schedule in order for staff to be able to compile and produce the council meeting agenda package:

1 <sup>st</sup> Tuesday	<u>1 week prior to meeting with completed request form and required</u>
4 <sup>th</sup> Thursday	<u>attachments by 4:00 pm to the City Clerk</u>

**INTAKE REVIEW**

Paperwork Received :    /    /    (date) &    :    (time)	Staff Reviewer:
Information needed to complete package: _____ _____	
Resubmitted Package for Completeness Review:    /    /    (date)    :    (time)	Staff Reviewer:
Complete    Incomplete	Package determined to require legal review by _____ (Name) YES    NO
Package forwarded to City Attorney via mail    fax    email    on    /    /	
Package scheduled for City Council Meeting    /    /    by    (Reviewer)	

**Date: February 20, 2020**

**To: Mayor Bailey / Freeport City Council**

**From: A. Randall Gibson (property owner of 309 Magnolia Drive / Account # 10224)**

**Re: Request for waiver of utility fees from City of Freeport Water Department**

**Issue:**

Outstanding water bill in excess of \$6,000.00. Current amount due has been requested from the water department.

**Current Policy:**

The billing department can only provide a ½ leak adjustment to the largest bill on the current month or the month prior.

**Background:**

The property located at 309 Magnolia drive has been owned by A. Randall Gibson ("Owner") since 2008. The Owner does not reside on the property and utilizes the property for personal storage only. The Owner utilized caretakers for the property and has never authorized a tenant to reside on the property. Under information and belief, the prior caretaker began residing on the property without the Owners permission. Said caretaker has since been evicted from the property.

Prior to 2018, the monthly water consumption on this property was between 5,000-8,000 (approximately). The Owner would typically pre-pay the City directly for months at a time out of convenience therefore he rarely reviewed said bill in much detail. This issue arose in 2018 when a large water leak occurred at the property. The Owner believes the leak was likely caused by a garbage truck hitting something that was attached to the meter/piping as the meter is located in an easement. According to the internal notes of the City of Freeport (attached), on 1/18/18 the meter was reread due to a high bill (consumption showed 25,640). Again on 2/15/18, the meter was reread due to a high bill (consumption showed 290,870) and a call was made to "Jennifer" regarding water flowing from underneath the fence. Per these notes, the Owner instructed the City to shut off the water. On 3/14/18, another reading was taken showing consumption at 559,260. Although the City was instructed to shut off the water by the owner the month prior, the consumption nearly doubled indicating that the water was in fact not shut off. On 4/16/19, the City reported a leak at the PVC coupling into the gate valve which was reported to "April" who instructed the tech to turn off the water even though the water should have remained off since February (it is unclear how the water was turned back on). On 4/19/18, the City returned to check the PVC work (which was completed by the City) but something still appeared to be amiss. Without authorization from the owner, A. Randall Gibson, "April" instructed the tech to leave the water on. After April 2018, the consumption leveled off until the water was shut off completely. It is important to note that at no time did the property owner, A. Randall Gibson instruct the City to turn the water back on after 2/15/18.

The "something amiss" referenced in the notes from 4/19/18 has since been repaired by the property owner and such repair has been inspected by the City. At this time no leaks are present and the water can be safely turned back on once the outstanding bill has been resolved.

**Request for Adjustment:**

In this specific instance, the water should have been turned off and remained off since 2/15/18 per the direct instructions from the Owner. Clearly that did not occur for reasons unknown at this time. We are requesting that the City allow for a ½ adjustment for February 2018 (\$1,720.62) which is the month the leak was detected and the month the Owner instructed the City to shut the water off. We are requesting that the subsequent months be adjusted off completely as the water should have never been turned back on after 2/15/18. Further, it appears from the City's notes that the initial leak was repaired by the City therefore said leak was likely the responsibility of the City to monitor closely so as to avoid this massive amount of water consumption which followed. If the council would agree to these terms, the Owner is prepared to pay the amount of \$860.31 directly to the City within (5) business days of the Council rendering its decision, said amount shall represent payment in full for account number 10224 service location of 309 Magnolia Street. At such time that this payment is received by the City, the account shall be eligible to be turned back on upon the Owner's instruction to the City to do so.



309 MABOLIA (History)

4/19/18

- \* 1/18/18 (RE-READS B/C HIGH BILL) / Spin Reported
- \* 2/15/18 (RE-READS B/C HIGH BILL / CAN'T READ DUE TO AMOUNT OF WATER COMING FROM UNDERNEATH FENCE INTO BOX & FILLING ALLEYWAY. CALLED IN TO JENNIFER WHO CALLED OWNER WHO SAID TURN OFF & LOCK B/C TENANT IS TO BE EVICTED.) I TURNED OFF & LOCKED.
- \* 3/14/18 (RE-READS B/C HIGH BILL / CAN'T SEE DUE TO MUD & WATER. USED MY AMMUNITION TO GET READING (105347¢) METER STILL SPINNING. REPORTED TO BILLING.
- \* 4/16/18 (RE-READS B/C HIGH BILL (115627¢) LEAK @ PVC COUPLING INTO GATE VALVE. CALLED IN TO APRIL TO REPORT. SHE SAID TURN OFF.
- \* 4/19/18 WENT BY ON MY OWN TO CHECK STATUS. METER STILL W/ SPIN BUT I COULDN'T TELL FROM WHERE. NEW PVC WORK FIXED LEAK FROM (115778¢) 4/16 & 2/15'S LEAKS BUT SOMETHING STILL AMISS. CALLED INTO APRIL TO REPORT. SHE SAID LEAVE ON & FILL OUT HISTORY

**Account/Location Inquiry**

Account Number/Paid:  ALAN R. GIBSON  
 Location Code:

Account - PO BOX 5501 Destin, FL 32540-5501  
 Total Location Balance: \$5,969.01

Thrd Party Contacts

Account Miscellaneous Questions

Customer Notes

From Date:  To Date:  Records Per Page:

Creation Date	Creation Time	Created By	Review Date	Class	Public	Text	Attachment	Maintain
10.18.2018	01:10 pm	JEN		G	<input checked="" type="checkbox"/>	pad locked meter		
05.24.2018	09:00 am	ATTACH		ATTCH		WORK ORDER FROM GARY	[open]	
05.24.2018	09:00 am	ATTACH		ATTCH		SKMBT C36414071112000	[open]	
05.24.2018	09:00 am	ATTACH		ATTCH		20111026145357534	[open]	

1 to 4 of 4 Records

Location: L002957 Paid: 7W0A - 309 Magnolia St, Freeport, FL 32439 / Status: Finald / No Bill / Balance:\$ 5,969.01

Account: 10224 Location: L002957 - CUSTOMER HAS LEAK MAILED MED SPIN READING 168840 / \*\*\* Added by JENNIFER on Friday, January 19, 20

Location Information And Financial Status

Accounts Receivable

Unprocessed Adjustments And Receipts

Deposits

Tap & Development Fees

Location Miscellaneous Questions

Customer/Location Notes

Location Notes

Previous & Future Customers

Location Work Orders

Services & 5 Year Comparative Consumption

Metered Service High/Low

Service History

Billing History

From Date:  To Date:  Records Per Page:

Trans Type	Trans Date	Bill From Date	Bill To Date	Due Date	Creation Date	Amount	Tax	Penalty	Penalty Forgiven	Total	Account Balance	Details
Penalty	12.18.2018				12.18.2018	0.00	0.00	10.00	0.00	10.00	5,996.03	
Payment	12.17.2018				12.18.2018	20.00	0.00	0.00	0.00	0.00	5,986.03	
Cycle Bill	11.29.2018	11.01.2018	11.30.2018	12.15.2018	11.29.2018	14.36	0.00	0.00	0.00	14.36	6,006.03	RUN Information
Payment	11.27.2018				11.28.2018	50.00	0.00	0.00	0.00	0.00	5,991.67	Receipt: DR1003845
Penalty	11.15.2018				11.16.2018	0.00	0.00	10.00	0.00	10.00	6,041.67	
Cycle Bill	10.26.2018	10.01.2018	10.31.2018	11.15.2018	10.29.2018	14.36	0.00	0.00	0.00	14.36	6,031.67	RUN Information
Penalty	10.18.2018				10.18.2018	0.00	0.00	10.00	0.00	10.00	6,017.31	
Cycle Bill	09.25.2018	09.01.2018	09.30.2018	10.15.2018	09.25.2018	14.21	0.00	0.00	0.00	14.21	6,007.31	RUN Information
Penalty	09.15.2018				09.18.2018	0.00	0.00	10.00	0.00	10.00	5,993.10	
Cycle Bill	08.28.2018	08.01.2018	08.31.2018	09.15.2018	08.29.2018	14.21	0.00	0.00	0.00	14.21	5,983.10	RUN Information
Penalty	08.16.2018				08.16.2018	0.00	0.00	10.00	0.00	10.00	5,968.89	
Cycle Bill	07.26.2018	07.01.2018	07.31.2018	08.15.2018	07.26.2018	14.21	0.00	0.00	0.00	14.21	5,958.89	RUN Information

4/8/2019

1 / Account/Location Inquiry

Penalty	07.17.2018				07.17.2018	0.00	0.00	10.00	0.00	10.00	5,944.68		
Cycle Bill	06.25.2018	06.01.2018	06.30.2018	07.15.2018	06.25.2018	14.21	0.00	0.00	0.00	14.21	5,934.68	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	14.21	0.00	0	CHARGE	05.10.2018	06.19.2018	40	115841	115841	0	0.00	0.00	
Penalty	06.19.2018				06.19.2018	0.00	0.00	10.00	0.00	10.00	5,920.47		
Cycle Bill	05.23.2018	05.01.2018	05.31.2018	06.15.2018	05.24.2018	50.07	0.00	0.00	0.00	50.07	5,910.47	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	50.07	0.00	0	CHARGE	04.12.2018	05.10.2018	28	1143570	1158410	14840	0.00	0.00	
Cycle Bill	04.23.2018	04.23.2018	04.23.2018	05.08.2018	04.23.2018	711.63	0.00	0.00	0.00	711.63	5,860.40	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	711.63	0.00	0	CHARGE			0	0	125190	0.00	0.00	Mtr NBW Usage= 125190	
Cycle Bill	03.23.2018	03.23.2018	03.23.2018	04.07.2018	03.23.2018	3,355.12	0.00	0.00	0.00	3,355.12	5,148.77	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	3,355.12	0.00	0	CHARGE			0	0	559260	0.00	0.00	Mtr NBW Usage= 559260	
Cycle Bill	02.27.2018	02.27.2018	02.27.2018	03.14.2018	02.27.2018	1,720.62	0.00	0.00	0.00	1,720.62	1,793.65	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	1,720.62	0.00	0	CHARGE			0	0	290870	0.00	0.00	Mtr NBW Usage= 290870	
Cycle Bill	01.30.2018	01.30.2018	01.30.2018	02.14.2018	01.30.2018	105.37	0.00	0.00	0.00	105.37	73.03	RUN Information	
Service Amount	Tax Amount	Tax Table	Type	Read From	Read To	# Days	Previous Reading	Current Reading	Cons'n	Demand Usage	Demand Charge	Description	
WN-0	105.37	0.00	0	CHARGE			0	0	25640	0.00	0.00	Mtr NBW Usage= 25640	



4 to 23 of 23 Records



Bad Debts



Location Liens





CITY OF FREEPORT

REQUEST FOR PLACEMENT ON CITY COUNCIL AGENDA

Date Submitted: 2/22/20

NAME(S): Teresa L. McCabe

Physical Address: 25 Jongvil Ave NW Ft Walton BCH Fla. 32548

Mailing Address: 25 Jongvil Ave NW Ft Walton BCH Fla 32548

Phone Number: Work/Home/Cell (circle one) 850-520-1241

Matter to come before the Council (give specific details & attach documentation):

Water Bill? I went out to my property to check on it 1/4/20 Add: 257 E Sadler Cr Freeport Fla 32459 I heard water running. The water hose had been stuffed under the shed and running full blast it was not on the rack where it was when I left it. I had water and power turned off 1/6/20 my water bill has never been over \$20.00 now I have a bill for a year to pay FOR DEVELOPMENT PROJECTS, CODE ENFORCEMENT, FLOODPLAIN MANAGEMENT, LAND USE CHANGES, ZONING CHANGES AND BUILDING PERMITS: ADMINISTERED PROCESSED & SCHEDULED BY CITY PLANNER I have not lived there for 2 yrs now. Thank you for any help

Is this matter informational/no vote required? YES [checked] NO

If this matter DOES NOT REQUIRE ACTION/is only to provide an update or information, please provide the following, un-stapled/un-bound:

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PROPOSED RESOLUTION; and provide un-stapled/un-bound

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## CITY OF FREEPORT

- \_\_\_\_\_ REQUEST FOR WAIVER OF RENTAL FEES; and provide un-stapled/un-bound
1. 1-page brief with background/history and description of waiver request (example attached)
  2. Background documentation

- ✓ \_\_\_\_\_ OTHER; and provide un-stapled/un-bound
1. 1-page brief with background/history and update/information (example attached)
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<b>4<sup>th</sup> Thursday</b>	

**INTAKE REVIEW**

Paperwork Received : ___ / ___ / ___ (date) & ___ : ___ (time)	
	Staff Reviewer: _____
Information needed to complete package: _____ _____	
Resubmitted Package for Completeness Review: ___ / ___ / ___ (date) : ___ (time)	
Complete _____ Incomplete _____	Staff Reviewer: _____
Package determined to require legal review by _____ (Name) YES ___ NO ___	
Package forwarded to City Attorney via mail ___ fax ___ email ___ on ___ / ___ / ___	
Package scheduled for City Council Meeting ___ / ___ / ___ by _____ (Reviewer)	



THE CITY OF  
**FREEPORT, FLORIDA**  
POST OFFICE BOX 339 FREEPORT, FL 32439

February 12, 2020

Teresa L Mccaleb  
25 Jonquil Ave NW  
Fort Walton Beach, FL. 32548

Dear Customer,

Staff has been reviewing final billed accounts and it was found that your account ' for 257 E Sadler Circle has a balance of \$1,739.99 remaining unpaid for 30 days. The City of Freeport sincerely hopes you will clear up this outstanding balance. In order to prevent us from taking further collection measures, please pay this balance in full by March 25, 2020.

Should you need to speak with a city representative, one will be pleased to discuss payment options with you at (850) 835-2822.

Sincerely,

City of Freeport  
Utility Billing Department

March  
10th  
9AM.

## Deborah Roberts

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**From:** Larry Tuggle  
**Sent:** Tuesday, January 7, 2020 10:09 AM  
**To:** Deborah Roberts; Mac Gomes  
**Subject:** IN HOUSE USAGE REPORTS  
**Attachments:** 85505283-DataLog-257 E Saddler Circle.xlsx; 8

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257 East Sadler Cir: Customer had a leak that started on 12/6/2019 and stopped on 12/30/2019. Total gallons during leak period 264,135 gallons.

Thank you

Larry Tuggle  
City of Freeport

Batch: 12553 / Period: 02.26.2020 /Sorted By: Input Order

Vendor	Name
9	CENTURY LINK

Invoice: BILL.DATE.021920 LANDLINE/FAX LINES FEB 2020 PO#: 0  
 Inv Date: 02.19.2020 Inv Amt: 1,265.62 Payment: 0 Name:  
 Due Date: 03.20.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.19.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PARKS - LANDLINE / FAX LINE /	0.00	0.00	455.70		001-572-44100 Telephone Expen	
2	WATER - LANDLINE / FAX LINE/ D	0.00	0.00	604.34		410-533-44100 Telephone Expen	
3	SEWER - LANDLINE / FAX LINE/ D	0.00	0.00	205.58		420-535-44100 Telephone Expen	
*** TOTAL ***			0.00	1,265.62			

Vendor	Name
1665	SHANNON BONDS

Invoice: 125-FEB2020 POOL SERVICE FEBRUARY 2020 PO#: 0  
 Inv Date: 02.25.2020 Inv Amt: 1,650.00 Payment: 0 Name:  
 Due Date: 03.26.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.25.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	POOL SERVICE FEBRUARY 2020	0.00	0.00	1,650.00		001-572-44680 R&M - Community	
*** TOTAL ***			0.00	1,650.00			

Vendor	Name
593	CRC DATA TECHNOLOGIES

Invoice: 111808 MONITORS FOR WATER / FIELD TEC PO#: 0  
 Inv Date: 02.24.2020 Inv Amt: 1,975.50 Payment: 0 Name:  
 Due Date: 03.25.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.24.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	4 MONITORS FOR WATER DEPT	0.00	0.00	760.00		410-533-45100 Office Supplies	
2	HIGH SPEED HDMI CABLE	0.00	0.00	8.00		001-510-45100 Office Supplies	
3	FIELD TECH (JEFF) UNDER COMPLE	0.00	0.00	1,207.50		001-510-43130 Outside Labor &	
*** TOTAL ***			0.00	1,975.50			

Vendor	Name
42	WALTON CO. SHERIFF'S OFFICE

Invoice: MAR2020 INMATE WORK DETAIL MAR 2020 PO#: 0  
 Inv Date: 02.20.2020 Inv Amt: 4,914.34 Payment: 0 Name:  
 Due Date: 03.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.20.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	STREETS - INMATE WORK DETAIL M	0.00	0.00	3,685.75		001-541-43130 Outside Labor &	
2	PARKS - INMATE WORK DETAIL MAR	0.00	0.00	1,228.59		001-572-43130 Outside Labor &	
*** TOTAL ***			0.00	4,914.34			

Vendor	Name
2095	WARREN AVERETT CPAS & ADVISORS

Invoice: 1264185 PROGRESS BILL FY 2019 AUDIT PO#: 0  
 Inv Date: 02.18.2020 Inv Amt: 3,500.00 Payment: 0 Name:  
 Due Date: 03.19.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.18.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	PROGRESS BILLING FY 2019 AUDIT	0.00	0.00	3,500.00		001-513-43200 FINANCE - AUDIT	
*** TOTAL ***			0.00	3,500.00			

Vendor	Name
1908	LEAF

Invoice: 10355227 SERVER LEASE - ADMIN & SEWER PO#: 0  
 Inv Date: 02.19.2020 Inv Amt: 390.03 Payment: 0 Name:  
 Due Date: 03.20.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.19.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SERVER LEASE - ADMIN	0.00	0.00	292.52		001-510-44400 Equipment Lease	
2	SERVER LEASE - SEWER	0.00	0.00	97.51		420-535-44400 Equipment Lease	

Batch: 12553 / Period: 02.26.2020 /Sorted By: Input Order

Vendor	Name
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\*\*\* TOTAL \*\*\* 0.00 390.03

281 WALTON COUNTY BOARD OF Invoice: Q1.2020 QUARTERLY DISCRETIONARY TAX PO#: 0  
 Inv Date: 02.13.2020 Inv Amt: 18,342.09 Payment: 0 Name:  
 Due Date: 03.14.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.13.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	QUARTERLY DISCRETIONARY TAX -	0.00	0.00	18,342.09		001-581-49000 Transfer Discre	

\*\*\* TOTAL \*\*\* 0.00 18,342.09

281 WALTON COUNTY BOARD OF Invoice: 0120.DESC JAN 2020 DISCRETIONARY TAX PO#: 0  
 Inv Date: 02.26.2020 Inv Amt: 79,676.29 Payment: 0 Name:  
 Due Date: 03.27.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.26.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	JAN 2020 DISCRETIONARY TAX	0.00	0.00	79,676.29		001-581-49000 Transfer Discre	

\*\*\* TOTAL \*\*\* 0.00 79,676.29

2123 LORI COX Invoice: MILEAGE CYBERSECURITY-TALLAHASSEE PO#: 0  
 Inv Date: 02.13.2020 Inv Amt: 126.26 Payment: 0 Name:  
 Due Date: 03.14.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.13.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	MILEAGE FOR CYBERSECURITY SEMI	0.00	0.00	126.26		001-510-44000 Travel Expense-	

\*\*\* TOTAL \*\*\* 0.00 126.26

1819 DEWBERRY ENGINEERS INC Invoice: 1793384 REVIEW - BLAKELY CHICKEN PO#: 0  
 Inv Date: 02.13.2020 Inv Amt: 1,300.00 Payment: 0 Name:  
 Due Date: 03.14.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.13.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ENGINEERING REVIEW - BLAKELY C	0.00	0.00	1,300.00		001-515-43160 PLANNING - REVI	

\*\*\* TOTAL \*\*\* 0.00 1,300.00

861 QUALITY GLASS LLC Invoice: 33834 SECURITY GLASS - BILLING PO#: 0  
 Inv Date: 02.19.2020 Inv Amt: 5,911.41 Payment: 0 Name:  
 Due Date: 03.20.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.19.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	SECURITY GLASS - BILLING	0.00	0.00	5,911.41		001-510-44600 Bldg Maint & Fu	

\*\*\* TOTAL \*\*\* 0.00 5,911.41

19 The Water Spigot, Inc. Invoice: 20-612 WASTEWATER SAMPLING FEB 2020 PO#: 0  
 Inv Date: 02.14.2020 Inv Amt: .920.00 Payment: 0 Name:  
 Due Date: 03.15.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.14.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	WASTEWATER SAMPLING FEB 2020	0.00	0.00	920.00		420-535-43135 Outside Lab Ser	

\*\*\* TOTAL \*\*\* 0.00 920.00

CITY OF FREEPORT  
Print Invoice Edit Report for Batch: 12553

Batch: 12553 / Period: 02.26.2020 /Sorted By: Input Order

Vendor	Name
2210	JARED LENOIR

Invoice: INTERIOR.PAINT INTERIOR PAINT CONCESSION 3 PO#: 0  
 Inv Date: 02.26.2020 Inv Amt: 1,600.00 Payment: 0 Name:  
 Due Date: 03.27.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.26.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	INTERIOR PAINT CONCESSION 3	0.00	0.00	1,600.00		001-572-43130 Outside Labor &	
*** TOTAL ***			0.00	1,600.00			

637 J.H. WRIGHT & ASSOC. Invoice: 421797 REPAIRS FOR SEWER PO#: 1099  
 Inv Date: 02.20.2020 Inv Amt: 1,250.00 Payment: 0 Name:  
 Due Date: 03.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.20.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	REPAIRS TO SYSTEM PER ROBERT	0.00	1,250.00	1,250.00		420-535-44620 System Maint &	
*** TOTAL ***			1,250.00	1,250.00			

637 J.H. WRIGHT & ASSOC. Invoice: 421793 REPAIRS FOR SEWER PO#: 1099  
 Inv Date: 02.20.2020 Inv Amt: 4,390.00 Payment: 0 Name:  
 Due Date: 03.21.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.20.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	REPAIRS TO SYSTEM PER ROBERT	0.00	1,869.60	4,390.00		420-535-44620 System Maint &	
*** TOTAL ***			1,869.60	4,390.00			

93 CITY OF FREEPORT Invoice: 421793 CITY WATER/SEWER FOR FEB 2020 PO#: 0  
 Inv Date: 02.26.2020 Inv Amt: 879.98 Payment: 0 Name:  
 Due Date: 03.27.2020 Retain: 0.00 Amt Paid: 0.00 Addr:  
 Disc Date: 02.26.2020 Discount: 0.00 Pd Date:

Line	Description	Qty	Liquidate	Expensed	Job#	Account	FA
1	ADMIN - WATER/SEWER FOR FEB 20	0.00	0.00	239.44		001-510-44300 Utilities	
2	PARKS - WATER/SEWER FOR FEB 20	0.00	0.00	514.07		001-572-44300 Utilities	
3	LIBRARY - WATER/SEWER FOR FEB	0.00	0.00	37.73		001-571-44300 Utilities	
4	STREETS - WATER/SEWER FOR FEB	0.00	0.00	20.09		001-541-44300 Utilities	
5	SEWER - WATER/SEWER FOR FEB 20	0.00	0.00	68.65		420-535-44300 Utilities	
*** TOTAL ***			0.00	879.98			

\*\*\* GRAND TOTALS \*\*\* 3,119.60 128,091.52 0.00 DISCOUNTS

CITY OF FREEPORT  
 Print Invoice Edit Report for Batch: 12553

Batch: 12553 / Period: 02.26.2020 /Sorted By: Input Order

Account Number	Description	Debits	Credits	Other	
001-20200	Accounts Payable	0.00	119,795.44-	0.00	
001-510-43130	Outside Labor & Services	1,207.50	0.00	0.00	
001-510-44000	Travel Expense-Employees	126.26	0.00	0.00	
001-510-44300	Utilities	239.44	0.00	0.00	
001-510-44400	Equipment Lease	292.52	0.00	0.00	
001-510-44600	Bldg Maint & Furniture	5,911.41	0.00	0.00	
001-510-45100	Office Supplies	8.00	0.00	0.00	
001-513-43200	FINANCE - AUDITING SERVICES	3,500.00	0.00	0.00	
001-515-43160	PLANNING - REVIEW FEES	1,300.00	0.00	0.00	
001-541-43130	Outside Labor & Services	3,685.75	0.00	0.00	
001-541-44300	Utilities	20.09	0.00	0.00	
001-571-44300	Utilities	37.73	0.00	0.00	
001-572-43130	Outside Labor & Services	2,828.59	0.00	0.00	
001-572-44100	Telephone Expense	455.70	0.00	0.00	
001-572-44300	Utilities	514.07	0.00	0.00	
001-572-44680	R&M - Community Pool	1,650.00	0.00	0.00	
001-581-49000	Transfer Discretionary Tax	98,018.38	0.00	0.00	
FUND TOTALS		119,795.44	119,795.44-	0.00	
410-20200	Accounts Payable	0.00	1,364.34-	0.00	
410-533-44100	Telephone Expense	604.34	0.00	0.00	
410-533-45100	Office Supplies	760.00	0.00	0.00	
FUND TOTALS		1,364.34	1,364.34-	0.00	
420-20200	Accounts Payable	0.00	6,931.74-	0.00	
420-24100	Encumbrance Reserve	3,119.60	0.00	0.00	
420-24300	Encumbrances	0.00	3,119.60-	0.00	
420-535-43135	Outside Lab Services	920.00	0.00	0.00	
420-535-44100	Telephone Expense	205.58	0.00	0.00	
420-535-44300	Utilities	68.65	0.00	0.00	
420-535-44400	Equipment Lease	97.51	0.00	0.00	
420-535-44620	System Maint & Repairs	5,640.00	0.00	0.00	
420-535-44620	System Maint & Repairs	0.00	0.00	3,119.60	ENC LIQ
FUND TOTALS		10,051.34	10,051.34-	3,119.60	
GRAND TOTALS		131,211.12	131,211.12-	3,119.60	



**City of Freeport**

**REGULAR COUNCIL MEETING MINUTES**

January 14, 2020, 9:00 AM  
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman William "Boots" McCormick, Councilwoman Elizabeth Haffner

Staff Members Present: City Attorney Clay Adkinson, Parks Director Charlie Simmons, Planning Director Latilda Neel, Planning Technician Brooke Jackson, Water Supervisor Larry Tuggle, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, Finance Assistant Joyce Sunday, Billing Manager Debbie Roberts, City Engineer Alex Rouchaleau, Interim City Clerk Lori Cox

Others Present City Engineer Cliff Knauer

**1. Meeting Called to Order**

The meeting was called to order at 9:02 a.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

**2. Invocation and Pledge of Allegiance**

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

**3. Recognition of Guests**

Mayor Barley welcomed Lee Garner, former City Manager of Chattahoochee and thanked him for his attendance.

**4. Public Comment on Consent Agenda**

none.

**5. Approval of Consent Agenda**

Moved by: Councilwoman Brannon  
Seconded by: Councilman Farris

*Motion: To approve the Consent Agenda as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

- a. Bills Paid
- b. Revenue & Expenditure Report
- c. Regular Council Meeting Minutes December 10, 2019

**6. Consideration of Additions/Deletions to Agenda**

- a. Deletions  
Councilman Farris - Water and Sewer Franchise Agreement
- b. Additions  
Parks Director Simmons - FDOT right-of way letter for parks

**7. Approval of Agenda with Additions/Deletions**

Moved by: Councilman McCormick  
Seconded by: Councilwoman Haffner

*Motion: To approve the Agenda with the specified additions and deletions as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

**8. Staff Reports**

- a. Water - none.
- b. Sewer - none.
- c. Parks

1. ADDITION: FDOT Right-of-Way for Parks

Simmons discussed a letter received from FDOT with Council. The letter stated that widening of SR 20 would not affect Laird or Casey Parks. He requested permission to sign and return the letter.

Moved by: Councilman Farris  
Seconded by: Councilman McCormick

*Motion: To allow Parks Director Simmons to execute the concurrency statement of the FDOT letter. All ayes.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Updates

Parks Director Simmons gave updates on the following items:

- H&T Construction - Completed asphalt on the Recreation Trail Project
- Walking trails past the asphalt were cut in.
- Fencing, landscaping and curbing for the Recreation Trail is in progress.
- Concession stand - nearing completion; projected to be complete by the end of February
- Field 3 grass - stripped and four loads of clay has been brought in.
- Fencing; west side of park - begins next Tuesday
- Break in a pole barn; during Christmas, cameras have since been installed
- New hire; Recreation Assistant - Charles Bartlett
- Christmas lights- taken down by the Water department
- Security glass for Billing department and Receptionist area; to be installed next Monday
- Planning department front door needs repair. Quote and options in progress

*Council Action: None.*

1. Fencing options for new and old master lift stations

Simmons requested permission to talk with the City Engineer Rouchaleau and Sewer Supervisor Robert Fawcett about more appealing fencing options around the new and old master lift stations.

Moved by: Councilwoman Green

Seconded by: Councilman Farris

*Motion: To approve Parks Director Simmons to discuss fencing options around the new and old master lift stations with City Engineer Alex Rouchaleau and Sewer Supervisor Robert Fawcett.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

d. City Clerk

1. City Manager Position - Set Special Meeting Date to Review Applicants

Clerk Assistant Lori Cox requested setting a special meeting date for Council to review applicants for the City Manager position with Mr. Eddy from the Florida League of Cities.

Moved by: Councilwoman Green

Seconded by: Councilwoman Haffner

*Motion: To approve a Special Meeting to review City Manager applicants on February 4, 2020 at 6:00 p.m.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Facebook Page Update

Clerk Assistant Cox informed Council of the inability to turn off comments on the prospective Facebook page directed by Council. Cox requested that the City website be used to present community information in lieu of Facebook.

Moved by: Councilman Farris

Seconded by: Councilwoman Green

*Motion: To approve using the city website for information purposes as opposed to a Facebook page.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

e. Finance

1. Florida Municipal Investment Trust Resolution

Finance Officer Sara Bowers presented a resolution from Florida Municipal Investment Trust. Bowers requested approval and adoption of the Resolution that would allow her to move a portion of the City's excess funds into bonds where the interest rate could possibly be 3-4% as opposed to less than 1% in a savings or money market account. She explained that bonds are considered to be long term investments, interest rates flow with the market, they are AAA rated and are not FDIC insured.

Councilwoman Green stated that she contacted a representative from the Florida League to inquire more about the investment. She noted that all of her questions were

answered and she felt comfortable that the bonds would be secure. She also noted, if necessary, the funds could be available to the City in as little as 3-4 days.

Moved by: Councilwoman Haffner  
Seconded by: Councilwoman Green

*Motion: To approve Resolution 2020-01; the Council has entered into this investment with the understanding of the risks and benefits of the transaction versus the current investment and is in the best interest of the City of Freeport and its citizens to take this action.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

f. Billing - none.

g. Planning

1. LDC Ordinance - 1st Reading

Planning Director Latilda Neel presented 1st Reading of LDC Ordinance; covering Appendix B - Definitions and Appendix I - 331 South Corridor Standards. Appendix B defined special event, special event application, and special event permit. Neel discussed special event exceptions to funeral homes, public school, city park events and private parties by private property owners and the special event requirements and process. The City Council will continue to review all special event permits at regular Council meetings. Appendix I would be a stand alone section in the Land Development Code.

Council discussion ensued regarding event fees, HOA and business event guidelines.

Councilwoman Brannon requested more time to review the Ordinance.

Moved by: Councilman Farris  
Seconded by: Councilwoman Haffner

*Motion: To continue first Reading of the LDC Ordinance at the February 27, 2020 meeting.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Mill Cottages at Hammock Bay - Final Plat

Neel presented Mill Cottages at Hammock Bay plat; a 98 single family subdivision located off of Earl Godwin Road for final plat approval.

Moved by: Councilman McCormick  
Seconded by: Councilwoman Brannon

*Motion: To approve Mill Cottages final plat at Hammock Bay for signature.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. Verandas at Freeport Phase 1C-1 - Final Plat

Neel presented Verandas at Freeport; phase 1C-1 consisting of 29 town home units for final plat approval.

Moved by: Councilman Farris  
Seconded by: Councilwoman Brannon

*Motion: To approve Verandas at Freeport phase 1C-1 final plat for signature.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. Update

Neel updated the Council on the technical standards for roadway speed limits. She confirmed with DOT that the specifications are within the Green Book - Institute for Traffic Engineers Handbook for Transportation Planning which the City currently uses the most current version of.

*Council Action: None.*

h. Legal - none.

i. Engineering

1. FDOT Application for SCOP Municipality

City Engineer Alex Rouchaleau informed the Council that the SCOP grant applications are due in March and was looking for direction on what the Council wanted to submit. The grant should be used for a city road that is in need of resurfacing and would cover minor storm water improvements.

Discussion ensued on roads widely used within the city; consensus was South Jackson would be the best road to submit on the application.

Topic then moved to city bridge within Hammock Bay; Councilwoman Haffner remarked that the bridge is loud and in need of repair.

City Engineer Cliff Knauer approached the podium and informed Council that he met with the County bridge crew that indicated that they would be willing to help fix the anchor plates that continue to come loose. Knauer will bring back a cost estimate for materials to fix the bridge.

*Council Action: None.*

2. Updated Reclaim Water Agreement for WWTF Expansion

Rouchaleau presented an updated reclaim water agreement that he explained gets submitted to DEP permitting for the new waste water treatment plant.

City Attorney Clay Adkinson stated that he had not had the opportunity to review prior to item being put on the agenda.

Moved by: Councilwoman Haffner  
Seconded by: Councilman McCormick

*Motion: To continue the reclaim water agreement to the following meeting for City Attorney's review.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

3. SRF Phase I Wastewater Improvements - Chelco Electric Change Order

Rouchaleau presented a change order for Chelco to provide electric service to the lift station into Riverwalk subdivision on US 331 in the amount of \$24, 426.66. The city will be reimbursed for costs under the SRF agreement.

Moved by: Councilwoman Brannon  
Seconded by: Councilwoman Green

*Motion: To approve the Chelco change order as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

4. Operator Proposal

Rouchaleau presented a proposal for operator on call services to assist city staff if needed at the Sewer Department; proposal not to exceed \$5,000.00.

Mayor Barley informed Council and the Engineer, just recently, a previous applicant had been hired for the Class B Operator position and Stacy Ward from the Water Department had been sent to help out in the office.

Sewer Supervisor Robert Fawcett informed Council that Dewberry assistance would not be needed due to the recent hire.

Council consensus was to have operator on call services as an available option if necessary.

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

*Motion: To approve the Dewberry operator on call services proposal as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

5. US 331 Lift Station Easement/Developers Agreement

Rouchaleau updated the Council that he will be delivering an easement to the Preserves Development Engineer after City Attorney review. Rouchaleau was hopeful to bring the executed easement, developers agreement and engineering proposal for design and construction to the next Council meeting.

*Council Action: none.*

6. Update

Rouchaleau informed Council that he just learned that a project the City submitted as a legislative appropriation had been sponsored.

Knauer approached the podium and informed Council that the project sponsored was the utility upgrades on 331 South.

Knauer then spoke on how streets are categorized within the city to refer back to what Planning Director Neel spoke on earlier. Knauer posed the option of the City to do a speed study and the engineering evaluation be a requirement before a speed limit sign is posted. He mentioned other requirements involved in a speed study and would make recommendations when the City needed assistance.

Councilwoman Green inquired about the steps involved in putting up a speed limit sign.

Knauer stated that a sign cannot be "just put up" and most cities and counties have an Ordinance stating speed limit signs cannot be erected until it is reviewed and approved by engineering. Speed limit changes are normally approved by the Council or County Commissioners.

Moved by: Councilwoman Green

Seconded by: Councilwoman Brannon

*Motion: Direct staff to bring back draft language for a speed limit change Ordinance for Council approval.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

**9. Old Business**

- a. Pending List for City of Freeport & Dewberry

*Council Action: none.*

**10. New Business**

- a. Mayor Russ Barley

- 1. Sewer Hiring Plans

Mayor Barley reiterated that Stacy Ward from the Water Department was helping at the Sewer Department office and a new operator will be starting on January 27th, 2020.

*Council Action: none.*

- 2. Interim Project Manager

Mayor Barley informed Council that he had approached staff about the position. One staff member does not have time to fulfill the position, another staff member had questions on authoritative boundaries, frequency of reports and compensation.

Council discussion ensued over job description, and the urgency of the position. Consensus was for staff bring back a job description for the Council to review.

*Council Action: none.*

- b. Councilwoman Brannon

- c. Councilman Farris

- 1. DELETION: Water/Sewer Franchise Agreement
- 2. "ALICE" Training

Councilman Farris stated that he felt the City should be proactive and set up "ALICE" training for employees.

Consensus was the training would be a good idea.

Moved by: Councilman Farris

Seconded by: Councilman McCormick

*Motion: To have Charlie Morris and Deputy Fisher set up ALICE training with Mayor Barley.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman McCormick

1. Food Vendors

Councilman McCormick stated that he had been approached by a couple of the local restaurants wanting to discuss food vendor requirements. McCormick stated they felt there was not a "fair playing field" when it comes to requirements. He expressed that he is not against food vendors but concurs; food vendors can stay as long as they like in one place as long as they renew their permit every 6 months. He mentioned food vendors do not have near the expenses that the restaurants do. McCormick wanted to open the subject for Council discussion.

Councilwoman Haffner stated she does not consider restaurants and food vendors equal parties, they both have to have health inspections and food vendors don't have the opportunity to make as much money as restaurants.

Councilwoman Green believed the conversation developed when a food vendor pulled permanent power and put a porta potty outside. She stated in most instances a permanent public restroom needed to be close by the vendor area, power could be pulled from an existing building but are not able to pull their own light pole.

Planning Director Neel informed Council that Chelco relocated the power pole and the City did not authorize the use of the porta potty and did not think that was sanitary and that she would let them know it has to be removed.

Discussion ensued about the fairness of the process and if new standards should be explored. Neel gave examples of the processes within Walton County. Neel explained that currently, the city's code does not have a limit on how many times a vendor can renew their permit.

Consensus was to have Neel bring back some vending ordinance language for Council to review.

*Council Action: None.*

**11. Public Comment**

Janice McLean, Freeport resident, approached the podium and wanted to thank Lee Garner in the audience. Ms. McLean stated she met him at a Riverwalk South meeting in the past and asked where he got his health insurance, and he gave her the name Brown & Brown. McLean stated that the City saved \$109,000 on health insurance because of his referral. She encouraged Council to go to Riverwalk South, Utility and FDOT meetings in the area. McLean also noted that Special Events bring people in and they spend their money locally.

Josh Spears, owner of Sports to Geaux, approached the podium and informed Council that food vendors are under the same scrutiny as restaurants, if not more. Spears stated that every festival he goes to he is inspected by the fire marshall and the health inspector. Spears apologized for the porta potty and said he was asked by Skippers to bring one in but would have it removed. He said

the temporary power pole was brought in as a courtesy to cut down on the noise his generator makes. Spears stated he plans on building a brick and mortar restaurant but prefers to make sure that people like his food before investing in a building.

**12. Adjournment**

Mayor Barley motioned to adjourn. The meeting adjourned at 10:46 a.m.

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Mayor

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City Clerk Assistant



**City of Freeport**

**REGULAR COUNCIL MEETING MINUTES**

January 23, 2020, 6:30 PM  
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman William "Boots" McCormick, Councilwoman Elizabeth Haffner

Staff Members Present: City Attorney Clay Adkinson, Planning Director Latilda Neel, Planning Technician Brooke Jackson, Water Supervisor Larry Tuggle, Finance Officer Sara Bowers, Finance Assistant Joyce Sunday, City Engineer Alex Rouchaleau, Interim City Clerk Lori Cox

Others Present Parks & Recreation Assistant Travis Diggs

**1. Meeting Called to Order**

The meeting was called to order at 6:30 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

**2. Invocation and Pledge of Allegiance**

The invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

**3. Request for Placement on the City Council Agenda**

a. Aaron Goddard & Mike Luecke

Mr. Aaron Goddard approached the podium to discuss sewer charges incurred from October 1, 2019 to January 2, 2020. He stated that he was not officially hooked up to city sewer during this period but was being charged for it. He believed that the initial process that was explained to him by staff is not what actually occurred and charges were not consistent with consumption rates.

Mayor Barley informed him that Utility Billing Manager Debbie Roberts would be the one to discuss the policy but was not in attendance.

Discussion ensued and consensus was to bring back policy for discussion with Roberts at the next Council meeting.

Moved by: Councilman Farris  
Seconded by: Councilwoman Brannon

*Motion: To table the request for adjustment of fees without penalty from January 23, 2020 to the next Council meeting February 11, 2020.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

**4. Public Comment on Consent Agenda**

none.

**5. Approval of Consent Agenda**

Moved by: Councilman Farris  
Seconded by: Councilman McCormick

*Motion: To approve the consent Agenda as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

- a. Bills Paid
- b. Revenue & Expenditure Report

**6. Consideration of Additions/Deletions to Agenda**

- a. Additions:
- b. Deletions
  - 1. Reclaim Water Agreement - City Engineer Alex Rouchaleau

**7. Approval of Agenda with Additions/Deletions**

Moved by: Councilwoman Brannon  
Seconded by: Councilman McCormick

*Motion: To approve the Agenda with the specified deletions as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

**8. Staff Reports**

- a. Water - none.
- b. Sewer - none.
- c. Parks - none.
- d. City Clerk

1. Memorandum of Understanding - US Marine Corps/City of Freeport

Clerk Assistant Lori Cox presented a memorandum of understanding from Marine Forces Special Operations Command. The purpose of the memorandum was to get permission to conduct training within the boundaries of Freeport April 24-May 6, 2020. No firearms, real or simulated would be used during training, local law enforcement and city point of contact, William "Boots" McCormick would be notified prior to training.

Discussion ensued about the specifics of the training.

Councilwoman Green requested clarification on the use of firearms and helicopters during training.

Moved by: Councilman Farris

Seconded by: Councilman McCormick

*Motion: Table the Memorandum of Understanding to the February 11, 2020 Regular Council meeting until the Clerk Assistant can get further clarification on the use of firearms and helicopters.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Set Special Meeting for Codification of Ordinances

Cox requested the Council to set a Special Meeting to review Ordinance codification. She sent in city Ordinances to Municode, the company that does the codification, and they requested more direction from the City on several issues. Cox mentioned she had sent the questions to the City Attorney for advisement and his recommendation was for Council to address the issues in a Special Meeting.

City Attorney Clay Adkinson confirmed his recommendation and stated he is concerned with some of Municode's editorial discretionary changes and felt it was best for the Council to be involved in updates and codification so there would be record of changes. Adkinson also informed Council that Municode has not updated our Land Development Code in years which is also problematic.

Moved by: Councilman Farris  
Seconded by: Councilwoman Haffner

*Motion: To set Special Council meeting for February 27th, 2020 at 5:30 p.m. to review Ordinance codification.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

e. Finance - none.

f. Billing - none.

g. Planning

1. Special Event Permit - Apple Classic Run

Planning Director Latilda Neel presented a Special Event Permit for the Apple Classic Run to be held on Great Hammock Bend to raise money for the Walton Education Foundation. Request was made to hold the event and a waiver of the application fee since they are a non-profit organization.

Moved by: Councilwoman Haffner  
Seconded by: Councilman McCormick

*Motion: To approve the Special Event Permit for the Apple Classic Run.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. FBIP Agreement - Marse Landing

Neel presented the Florida Boating Improvement Program grant agreement. The grant is to construct and install a new, fifty-five linear foot timber loading dock at Marse Landing. The grant award amount is \$11,916.00.

City Attorney Adkinson approved agreement to form.

Moved by: Councilman Farris  
Seconded by: Councilwoman Haffner

*Motion: Approve Mayor Barley to sign the Florida Boating Improvement Program grant agreement.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

h. Legal

1. Direction on City Manager Vetting

City Attorney Clay Adkinson stated that it would be beneficial for staff to create a matrix of the nine City Manager candidates' qualifications that Mr. Eddy from the Florida League of Cities has selected to discuss in the February 4, 2020 Special Meeting.

Discussion ensued about qualifications and salary.

Councilwoman Haffner preferred to have a matrix of all the applicants to review.

Moved by: Councilman Farris

Seconded by: Councilwoman Haffner

*Motion: To authorize staff and Mr. Eddy to compile a matrix of all City Manager applicants' qualifications with reasons an applicant should be considered outside of strict qualifications.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Update

Adkinson informed the Council that the Highway 20 turning lane funding request was heard at its first committee hearing Wednesday. The project was well received and is now being passed to the House of Appropriations Committee.

*Council Action: none.*

i. Engineering

1. DELETED: WWTP Re-Use Water Agreement

2. 83 A East Water Main Improvements Bid Results

City Engineer Alex Rouchaleau presented the bid results for the 83 A East Water Main Improvements project. Rouchaleau informed the Council that all of the bids came in above the budgeted amount of \$650,000. Rouchaleau explained that he did increase scope of the project, up sized the water main and included more bores than

originally planned for. In addition, he was significantly low on the conceptual cost. The low bidder for the project was R&B Contracting and the Dewberry Daphne office has worked with them before. He requested that Council award the project to the lowest bidder based on value engineering. By taking out selected items and reducing the pipe 1000 feet, he felt that \$800,000 would be a reasonable cost to keep the project within scope.

Councilwoman Green asked Water Supervisor Larry Tuggle how he felt about the changes.

Tuggle explained the main goal was to get past all of the side streets; if 1000 feet of pipe was cut from the budget, he would be shy of two main streets; Island Grove Dr. and Beatrice Point Dr. but mentioned there isn't much residential on those streets. Tuggle would try to end the water lines at Bayside Drive.

Discussion ensued about the increased cost for the project, the completion time frame within the current and the next fiscal year.

Rouchaleau informed the Council that he cannot discuss any project changes or costs with the contractor until Council awards the bid to the lowest bidder; once that happens, he can bring back more options and cost estimates.

Moved by: Councilwoman Haffner

Seconded by: Councilman Farris

*Motion: To approve and award bid to the lowest bidder, R&B Contracting, contingent upon additional negotiations and value engineering to be conducted by Dewberry, subject to Council approval, and contingent on adequate funding in fiscal years.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

### 3. Sidewalk Master Plan Update

Rouchaleau gave Sidewalk Master Plan updates by stating that the City Facility Planning Committee has met, and they have received input from Hammock Bay about funding and cross walks. The committee is also incorporating other areas within the city that are in need of cross walks. He will have costs and funding options at the next Council meeting.

Neel also added that the plan will have intersection lighting improvements; Publix intersection, Blue Ridge Pkwy and Highway 20 were noted as problem areas.

Discussion ensued about road striping problem areas as well.

*Council Action: none.*

9. Old Business - none.

10. New Business

a. Mayor Russ Barley

1. Interim Project Manager Draft Job Description

Mayor Barley asked Council for ideas and comments on the Project Manager job description presented.

Councilwoman Haffner approved of the job description.

Councilman McCormick asked if they needed to discuss the time frame of the position. Consensus was that the Project Manager would be handed over the newly appointed City Manager once in place.

Mayor Barley inquired on the boundaries to obtain information in the position and what compensation would be made.

Consensus was the person would have full scope authority to get information to ensure projects get done. Weekly or bi-weekly reports consisting of a project matrix would be acceptable.

Neel felt the matrix should include what contacts are involved in the project and an overview of what is currently going on and the completion date.

Discussion ensued about compensation and the ideal person having knowledge of what is going on within the city.

Mayor Barley informed Council that he had asked Neel and Simmons about the position. Neel stated she did not have time and Simmons was waiting to hear what Council decides about the position.

Discussion ensued regarding compensation for Simmons.

Moved by: Councilman McCormick

Seconded by: Councilwoman Haffner

*Motion: To approve the Project Manager job description as presented.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

Moved by: Councilwoman Brannon

Seconded by: Councilwoman Haffner

*Motion: To approve Mayor Barley to negotiate a twenty percent pay increase with Parks Director Charlie Simmons.*

Ayes (5): Councilwoman Green, Councilwoman Brannon, Councilman Farris, Councilman McCormick, and Councilwoman Haffner

Carried (5 to 0)

2. Employee Recognitions

Mayor Barley informed Council that he received a call from Mr. Tommy Smith residing at 460 Waterview Cove. Mr. Smith wanted to commend two city staff members for outstanding service; Mac Gomes from the Billing Department and Caleb McCullough from the Water Department.

*Council Action: none.*

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman McCormick

11. **Public Comment - none.**

Neel informed the Council that the new Planning Receptionist, Marge Gay, was in the audience observing the meeting. She mentioned she was doing a good job.

12. **Adjournment**

Mayor Barley motioned to adjourn. The meeting adjourned at 7:55 p.m.

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Mayor

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City Clerk Assistant

CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_

**AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; ADDING SPECIAL EVENT, SPECIAL EVENT APPLICATION AND SPECIAL EVENT PERMIT TO APPENDIX B – DEFINITIONS; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.**

WHEREAS, Sections 163.320 and 163.3203, Florida Statutes require provisions established in comprehensive plans to be implemented by land development regulations; and

WHEREAS, the City of Freeport has adopted a Land Development Code in accordance with these statutes to ensure the City’s orderly growth and development; and

WHEREAS, the City of Freeport finds it necessary to amend and update certain section of the current Land Development Code; and

WHEREAS, the City of Freeport desires to preserve the aesthetic values of certain corridors and vistas as viewed from various public roadways; and

WHEREAS, the City of Freeport desires to protect and enhance the City’s attraction to the travelling public, enhance civic pride and protect economic values of affected properties; and

WHEREAS, the City of Freeport desires to carefully monitor the activities associated with Special Events being held outside of City parks; and

WHEREAS, the City of Freeport, to ensure the City’s continued orderly growth and development, the City of Freeport finds it prudent to amend its Land Development Code to respond to changing needs and conditions.

**NOW BE IT THEREFORE ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT**, that the Freeport Land Development Code is amended as follows:

**Section 1: Amended Language**

The language of the Freeport Land Development Code shall be amended as follows:

**APPENDIX B – DEFINITIONS**

**Special Event:** A one-time event held by a Club/Special Interest Group, Business, a Church/School/Daycare or a Residential Development which

- a. Will close or impede a portion or all of a city street or county road for events such as walks, runs, races, parades, horse (or other animal) buggy/carriage rides or cause the general public to park outside of normal parking areas onto grassed

**CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_**

- areas, road shoulders or off-site areas or which will take over parking areas which are normally reserved for another use.
- b. Will generate traffic and participation by the general public over and above the normal traffic expected during normal business hours.
  - c. Is being advertised to the general public or on social media as a festival, tournament, charity fund-raising event, block party, tailgating, auctions, community fund-raisers, tournaments, short term car sale or any other similar use supplemental to the normal operations of the entity/premises.
  - d. Is an activity or event that is organized and promoted to attract a crowd of 30 or more persons to promote commercial interests or is sponsored by commercial interests.
  - e. Will, as a component of the event, invite or provide one or more vending operations and /or provide food/drink for sale as a component of the event.
  - f. Any temporary tents/structures which are a component of the Special Event may be present onsite a maximum of 72 hours, including the day of the event. Vehicles and food trucks are allowed on-site the day of the event only.
  - g. **NOTE: an event serving or selling alcoholic beverages shall not be approved within 1000 feet of a church, daycare facility or school, per Ordinance 80-3**

Exceptions: venue rentals outside of business hours in structures/on premises which have a valid development order and where such events are allowed under the conditions of the development order; funerals/funeral home visitations., public school events; events scheduled to take place in city parks/ rentals of city facilities which are covered through a separate permitting process. A Special Event does not include private parties by private property owners with no commercial gain or benefit; hosted and attended by the owner of the property.

**Special Event Application:** All requests for a Special Event Permit must complete a Special Event Application and submit all required documentation to the Planning & Zoning Dept. The Special Event Permit will be issued by the Planning & Zoning Dept. submittal to the approval and conditions specified by the City Council approved by the City Council during a regular city council meeting.

A Special Event Application is a development application supplied by the Planning & Zoning Department for the purpose of holding a Special Event. Said application shall include but not be limited to:

- Proof of Ownership
- Notarized Letter from Property Owner granting permission if applicant is not the owner
- Current Valid Development Order for premises/C/O for Structures.
- Site plan showing set-up; structures, parking areas, setbacks, activity areas
- Time/Date/Hours of Event.
- Anticipated Crowd Size
- Proof of Liability Insurance
- Food-Handlers License from all food vendors including permanent restaurant facilities.

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- Beer/wine serve permit from Bureau of Alcohol and Tobacco for premises.
- Restroom facilities for event
- Public safety/first aid arrangements for event
- Temporary Signage permit application for structure/ground signs for event.
- Application Fee of \$250. If the application is a fundraiser for a charitable event, the City Council reserves the right to waive said fee.

**Special Event Permit:** a Development Order issued by the Planning & Zoning Dept. for a specific Special Event which includes all conditions for the approval issued by the City Council.

**Section 2: Numbering**

The Articles, Sections, and Subsections will be re-numbered post-revision as required.

**Section 3: Authority and Purpose.**

This ordinance is adopted pursuant to the authority granted to cities by Chapter 125, Florida Statutes.

**Section 4: Conflict.**

Those portions of this ordinance whose subject matter is the Land Development Code and/or the Comprehensive Plan which are in conflict are hereby repealed.

**Section 4: Severability.**

Should any word, phrase, sentence, or section of this ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then such language shall be severed from this ordinance and the remainder of the ordinance shall remain in full force and effect.

**Section 5: Effective Date:**

This ordinance shall take effect as provided by law.

**ADOPTED** in an advertised public hearing of the City Council of the City of Freeport this \_\_\_\_ day of \_\_\_\_\_ 2020.

**FREEPORT CITY COUNCIL**

**CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

PDRB Public Hearing: August 7, 2019  
PDRB Public Hearing: October 2, 2019

FCC 1<sup>st</sup> Reading/Revised Ordinance Public Hearing: March 10, 2020  
FCC 2<sup>nd</sup> Reading/Adoption Public Hearing: April 7, 2020 (tent.)

DRAFT

**CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_**

**AN ORDINANCE AMENDING THE FREEPORT LAND DEVELOPMENT CODE; ADDING APPENDIX I- 331 CORRIDOR SOUTH STANDARDS; PROVIDING FOR INTENT, DEFINITIONS, LOCATIONAL CRITERIA, INCENTIVES AND SITE DESIGN STANDARDS; PROVIDING FOR AUTHORITY AND PURPOSE, CONFLICT SEVERABILITY, AND AN EFFECTIVE DATE.**

**WHEREAS**, Sections 163.320 and 163.3203, Florida Statutes require provisions established in comprehensive plans to be implemented by land development regulations; and

**WHEREAS**, the City of Freeport has adopted a Land Development Code in accordance with these statues to ensure the City’s orderly growth and development; and

**WHEREAS**, the City of Freeport finds it necessary to amend and update certain section of the current Land Development Code; and

**WHEREAS**, the City of Freeport desires to preserve the aesthetic values of certain corridors and vistas as viewed from various public roadways; and

**WHEREAS**, the City of Freeport desires to protect and enhance the City’s attraction to the travelling public, enhance civic pride and protect economic values of affected properties; and

**WHEREAS**, the City of Freeport has approved 331 Corridor Standards language which will provide standards for development along the 331 Corridor North of State Road 20; and

**WHEREAS**, the City of Freeport intends to approve 331 Corridor Standards language which will provide standards for development along the 331 Corridor South of State Road 20; and

**WHEREAS**, the City of Freeport, to ensure the City’s continued orderly growth and development, the City of Freeport finds it prudent to amend its Land Development Code to respond to changing needs and conditions.

**NOW BE IT THEREFORE ORDAINED BY THE CITY COUNCIL OF THE CITY OF FREEPORT**, that the Freeport Land Development Code is amended as follows:

**Section 1: Amended Language**

The language of the Freeport Land Development Code shall be amended as follows:

CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_

APPENDIX I – 331 SOUTH CORRIDOR STANDARDS

I. DEFINITION/APPLICABLE AREA

A. Definition

The 331 South Corridor Standards are defined as supplemental standards created to preserve the aesthetic values of certain corridors and vistas as viewed from various public roadways; to protect and enhance the City's attraction to the travelling public, enhance civic pride and protect economic values of affected properties.

B. Applicable Area

All property contiguous to US 331 South, south of State Road 20 within the City of Freeport shall be considered within the 331 South Corridor Standards area and subject to the 331 South Corridor Standards.

The 331 South Corridor Standards are a City designation and is not associated with the Walton County Scenic Corridor or the Florida Scenic Highway program.

II. EXCEPTIONS

A. Individual Residential Homes not requiring a development order

Individuals building a single-family home on a parcel of record which is not part of a development requiring development approval by the City of Freeport are not subject to the 331 North Corridor Standards.

B. Other as determined by the City Council.

III. DEVELOPMENT DESIGNATION/PROCEDURE

All development projects within the 331 South Corridor area shall follow the standard development application procedures outlined in Section 1.04.00 of the Freeport Land Development Code.

IV. PARKING

A. Design Standards

1. Standard and compact parking spaces shall be sized according to the Institute of Transportation Engineers "Traffic Engineering Handbook".

2. No more than ten (10) parking spaces may be placed in a row;

CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_

landscaped islands will be provided at the ends of each row.

B. Shared Parking Plans

Reduction of parking requirements because of joint use shall be approved if the following conditions are met:

1. The developer submits sufficient data to demonstrate that hours of maximum demand for parking at the respective uses do not normally overlap.
2. The developer submits a legal agreement approved by the City of Freeport Legal Services Department guaranteeing the joint use of the off-street parking spaces as long as the uses requiring parking are in existence or until the required parking is provided elsewhere in accordance with the provisions of the Land Development Code.

V. LANDSCAPING

A. Require 60% Native Drought-Tolerant Species

60% of the proposed landscaping of any development project within the 331 South Corridor area must be drought tolerant.

B. Expand Landscaping List

In addition to the landscaping materials list located in Appendix "C" of the Land Development Code, other species of suitable landscaping groundcover, shrubs, understory trees and canopy trees may be utilized with a written statement of suitability for the climate and grow zone by a licensed landscape architect or licensed arborist.

C. NFWMD Irrigation Wells Required for irrigation systems.

1. All plant material shall be watered by an automatic irrigation system. The irrigation system shall be designed to avoid water coverage on sidewalks, parking areas and streets.
2. The City of Freeport prohibits the use of potable water for irrigation. Property owners will be required to obtain an irrigation well permit from NFWMD for all irrigation activities or connect to a reclaim water system for irrigation, if available.

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F. Responsibility of Maintenance of Landscaping

Meeting the requirements of these standards does not relieve the owner/developer from the responsibility of providing and maintaining aesthetically pleasing well-designed landscapes. All plant material shall be maintained in a healthy and vigorous state. Dead plants and/or trees shall be replaced within 90 days of failure.

VI. OUTDOOR STORAGE/DISPLAY

A. Outdoor Storage

1. The use of boxes, crates, pallets or other types of shipping containers is prohibited.

2. In the case of plant nurseries or garden stores, unscreened outdoor storage or display of live plant materials is allowed. All other open or covered storage of materials must be screened from public view.

B. Outdoor Display

1. Vehicle & Equipment Dealerships

Vehicle and Equipment Dealerships can be located within the 331 South Corridor subject to providing Landscape Standard "C" Buffers on the perimeter of all sides of the development visible from the right-of-way and comply with all other landscaping requirements under Section 5.05.00 Freeport Land Development Code, including the parking lot landscaping requirement for customer parking.

2. Retail Goods Display

a. An outdoor display area for retail goods shall not be located closer than five (5) feet from any public entrance or impair pedestrian traffic or otherwise create an unsafe condition and shall be in full compliance with all applicable federal and state accessibility standards, including but not limited to the American Disabilities Act (ADA) as amended.

b. The allowable outside display area of retail goods shall not exceed 50% of the total square footage of the permanent arcade, porch, canopy structure, not to exceed two hundred (200) square feet of total outdoor display area. An outdoor display area shall be limited to one hundred (100) square feet

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of contiguous space.

- c. All merchandise or foods displayed shall be properly anchored, secured or stored in such a manner to avoid shifting or movement.
- d. Vending machines, ice machines and similar machines which dispense goods, as well as propane tank sales, firewood and similar items shall only be located in the permitted display area.
- e. Short-term sales of agricultural products which are seasonal in nature, including and limited to Christmas trees and pumpkin patches shall be allowed between October 1st and January 5th.
- f. Exemptions:
  - i. Fuel pumps and/or energy-dispensing devices which have been legally permitted shall not be subject to these regulations. Other than fuel pumps and or energy-dispensing devices, outdoor display of merchandise, goods, or products at the fueling stations where pumps are located, is prohibited.
  - ii. News racks.

VII. UTILITIES/LIGHTING

A. Utilities

All electric, cable television and telephone feeds from public rights-of-way to buildings must be underground. All air-conditioning units, transformers, backflow preventers or other utility devices must be screened from public view. No satellite dishes/air conditioning units or other extraneous equipment shall be visible from a public right-of-way. All new utility line installations designed to serve new individual end use sites must be located underground outside the public rights-of-way. In all cases, utilities will evaluate and strive to limit the number of aerial crossings necessary to serve future growth. Major transmission lines are not covered by this regulation.

B. Lighting Location Standards

Lighting is required in all parking lots, common areas, recreation areas, multi-modal paths, bike paths/sidewalks, crosswalks and on all corners of

**CITY OF FREEPORT**  
**ORDINANCE NUMBER 2020-\_\_**

roadway intersections. Solar pedestal lighting shall be used in an alternating fashion along multi-modal paths and bike paths.

C. Design Standards

All lighting shall be designed to direct light downward and must be complimentary to the development design. The style and location of lighting must be reviewed and approved during the development review process.

VIII. SIGNAGE

1. Signage must comply with Section 5.06 of the Land Development Code.
2. Delivery Vehicles bearing the name of an establishment may not be parked in front so as to serve as “additional signage” for the establishment. No vehicles bearing business signage shall be parked in landscaped or corridor buffer areas or on rights-of-way.

IX. UTILITIES

All electric, cable, television and telephone feeds from public rights of way to buildings must be underground. All air conditioning units, transformers, backflow preventers or other utility devices must be screened from public view. No satellite dishes/air conditioning units or other extraneous equipment shall be visible from a public right-of-way. All new utility line installations designed to serve new individual end use sites must be located underground outside the public right-of-way. In all cases, utilities will evaluate and strive to limit the number of aerial crossings necessary to serve future growth. Major transmission lines are not covered by this regulation.

X. VENDING OPERATIONS

Vending Operations shall be prohibited within the 331 South Corridor Standards area.

XI. YARD SALES

Individual/Community Yard Sales shall be prohibited within the 331 South Corridor Standards area.

XV. TEMPORARY STRUCTURES FOR PROMOTIONAL PURPOSES

Temporary structures, specifically tents, are allowed only for promotional

**CITY OF FREEPORT  
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events and must be approved for a Special Event Permit through the Department of Planning & Zoning. The tent or structure shall be placed only for a maximum time period of 72 hours.

**XVI. OTHER USES OF THE PUBLIC RIGHT-OF-WAY**

1. The permanent placement of trash, garbage cans, dumpsters and other such receptacles on the public right-of-way is prohibited. Such containers may be placed on the public right-of way on the days of pick-up only.
2. Display of merchandise or merchandising materials (e.g., signs, banners) is prohibited in the public right-of-way.
3. The use of the public right-of-way for repeated and/or continual deliveries and offloading is prohibited.
4. The use of brick pavers or concrete for the bike path is prohibited. The only acceptable material shall be asphalt.

**Section 2: Numbering**

The Articles, Sections, and Subsections will be re-numbered post-revision as required.

**Section 3: Authority and Purpose.**

This ordinance is adopted pursuant to the authority granted to cities by Chapter 125, Florida Statutes.

**Section 4: Conflict.**

Those portions of this ordinance whose subject matter is the Land Development Code and/or the Comprehensive Plan which are in conflict are hereby repealed.

**Section 4: Severability.**

Should any word, phrase, sentence, or section of this ordinance be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then such language shall be severed from this ordinance and the remainder of the ordinance shall remain in full force and effect.

**Section 5: Effective Date:**

This ordinance shall take effect as provided by law.

**CITY OF FREEPORT  
ORDINANCE NUMBER 2020-\_\_**

**ADOPTED** in an advertised public hearing of the City Council of the City of Freeport  
this \_\_\_\_ day of \_\_\_\_\_ 2020.

**FREEPORT CITY COUNCIL**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

PDRB Public Hearing: August 7, 2019  
PDRB Public Hearing: October 2, 2019

FCC 1<sup>st</sup> Reading Public Hearing: November 12, 2019  
FCC 2<sup>nd</sup> Reading/Adoption Public Hearing: December 10, 2019

FCC 1<sup>st</sup> Reading/Revised Ordinance Public Hearing: January 14, 2020  
FCC 2<sup>nd</sup> Reading/Adoption Public Hearing: February 11, 2020 (tent.)



City of Freeport

SPECIAL EVENT PERMIT APPLICATION

Name of Proposed Event:	Blood drive by One Blood
Date(s) /Hours of Operation of Event:	April 25, 2020 from 10 a.m - 3 p.m.
Name of Permit Applicant:	Dina Hansell
Applicant's Mailing Address:	509 Camellia Court Freeport, FL 32439
Applicant's Phone Number:	818-433-4406
Applicant's Fax Number:	
Applicant's Mobile Number:	818-307-9821
Applicant's E-Mail Address:	dinarhansell@gmail.com
Owner of Property (submit proof of ownership):	Hammock Bay Freeport Master Assoc, Inc.
Owner's Mailing Address:	20011 Emerald Coast Parkway, Suite D Destin, FL 32841
Owner's Phone Number:	850-424-5541
Owner's Fax Number:	850-424-7626
Owner's Mobile Number:	N/A
Owner's E-Mail Address:	dhughes@absolute.com.services.com
Parcel Identification Number (obtain from Property Appraiser's office):	20-151923000010020
Property's 911 Address:	1850 Great Hammock Bay Bend Freeport 32439
Driving Directions to Site from City Hall:	Turn off Hwy 20 onto East Bay Loop (83A) Turn right onto Hammock Trail East Turn right on Great Hammock Bend Turn right into 1850 Great Hammock Bay Bend

Intended Use of Property/Reason for Special Event:

For Residents of Hammock Bay  
to donate blood

Will this event allow the sale/service of alcoholic beverages? no

Will this event utilize music/loudspeakers/sound systems? (please specify) no

What is/are the date(s) of this event? April 25, 2020

What will be the hours that this event is open to the public? 10 a.m. to 3 p.m.

What arrangements are being made for restroom facilities?  
Dina Hansell will accompany one Blood staff to clubhouse where the restrooms are located

What arrangements are being made for first aid?  
One Blood staff is able to take care of any first aid that may be necessary

What arrangements are being made for parking?  
The One Blood bus will park at the far end of the lot of the clubhouse at 1850 Great Hammock Bay Bend. There is plenty of parking in this lot for those wishing to donate blood.

What arrangements are being made for security?  
No security

**REQUIRED SUBMITTALS\*:**

1. Proof of Ownership (deed, mortgage agreement, or contract for deed)
2. Notarized Letter from Property Owner granting permission for individual listed to conduct specified event at the specified location, if applicant is other than the property owner.
3. Site plan showing set-up of special event/vending operation including but not limited to: structures, parking areas, setbacks (25 front, 20 rear, 10 feet side), and various activities to take place during event.
4. Application Fee: \$250.00 payable to the City of Freeport.
5. Temporary signage permits available through the Freeport Planning Department.
6. Proof of Liability Insurance.

*\*The City of Freeport reserves the right to request additional information which may be necessary for the review and completion of this application.*

**SPECIAL EVENT PERMITS ARE VALID FOR A MAXIMUM OF FIVE (DAYS) INCLUDING THE DAY OF THE EVENT, THE TWO DAYS PRIOR TO THE EVENT FOR SET-UP AND TWO DAYS FOLLOWING THE EVENT FOR BREAK-DOWN AND CLEAN-UP**

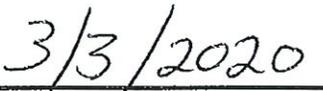
**FLORIDA STATUTES 837.06 --FALSE STATEMENT**

Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his official duty shall be guilty of a misdemeanor of the second degree.

I have read and understand that the Freeport City Council has final discretion regarding special event permits, and that the City may impose limitations or conditions regarding the special event, will be stated on the Special Use Permit issued by the City.

I understand that the Applicant will be held responsible for reasonable clean-up/repair of the event site following the event. Should the site be left in an unsatisfactory nuisance condition after the event that should the City find it necessary to conduct cleanup and/or repair following the event, the Applicant will be billed for the City's labor and materials to conduct the clean-up/repair.

  
Signature of Applicant

  
Date of Signature

  
Notary Public



Katherine I. Harris  
NOTARY PUBLIC  
STATE OF FLORIDA  
Comm# GG291869  
Expires 1/15/2023

**Note: This application will not be processed if it is incomplete or without the notarized signature of the applicant.**

March 3, 2020

Freeport Planning Department

My name is Dina Hansell and I submitted a Special Event Permit Application today for a blood drive in Hammock Bay on April 25, 2020.

I request a waiver of the permit fee.

Thank you.

A handwritten signature in cursive script that reads "Dina Hansell".

Dina Hansell  
818-433-4406  
818-307-9821 cell  
dinarhansell@gmail.com

Tab 7

**EASEMENT DEED**

Deed made this <sup>th</sup> 27<sup>th</sup> day of November, 2019 by OWLS HEAD COMMERCIAL, LLC, a Florida Limited Liability Company whose address is Five Concourse Parkway, Suite 2925, Atlanta, Georgia 30328, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

**LEGAL DESCRIPTION UTILITY EASEMENT NO. 6**

A PARCEL OF LAND LYING AND BEING IN SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTHEAST CORNER OF SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 32 MINUTES 09 SECONDS WEST, ALONG THE SOUTH BOUNDARY LINE OF SAID SECTION 35, FOR A DISTANCE OF 256.51 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. HIGHWAY 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA); POINT BEING ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 22,831.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 57 MINUTES 00 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID WEST RIGHT OF WAY LINE AND CURVE FOR AN ARC DISTANCE OF 378.54 FEET, (CHORD BEARING AND DISTANCE = NORTH 01 DEGREE 36 MINUTES 33 SECONDS EAST, FOR A DISTANCE OF 378.54 FEET) TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,005.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 27 MINUTES 45 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID WEST RIGHT OF WAY LINE AND CURVE FOR AN ARC DISTANCE OF 185.67 FEET, (CHORD BEARING AND DISTANCE = NORTH 01 DEGREE 21 MINUTES 54 SECONDS EAST, FOR A DISTANCE OF 185.67 FEET) TO A POINT MARKING THE NORTHEAST CORNER OF PROPERTY RECORDED IN OFFICIAL RECORDS BOOK 2812, PAGE 3276 OF THE PUBLIC RECORDS OF WALTON COUNTY, FLORIDA FOR THE POINT OF BEGINNING; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF SAID PROPERTY, FOR A DISTANCE OF 20.01 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,025.31 FEET, THROUGH A CENTRAL ANGLE OF 03 DEGREES 19 MINUTES 27 SECONDS; THENCE LEAVING SAID NORTH BOUNDARY LINE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 1,335.92 FEET, (CHORD BEARING AND DISTANCE = NORTH 03 DEGREES 15 MINUTES 25 SECONDS EAST, FOR A DISTANCE OF 1,335.73 FEET); THENCE NORTH 04 DEGREES 55 MINUTES 09 SECONDS EAST, FOR A DISTANCE OF 984.16 FEET; THENCE NORTH 18 DEGREES 42 MINUTES 37 SECONDS WEST, FOR A DISTANCE OF 4.57 FEET TO THE SOUTH BOUNDARY LINE OF POND NO. 10 AS PER AFORESAID RIGHT OF WAY MAP; THENCE SOUTH 85 DEGREES 04 MINUTES 51 SECONDS EAST, ALONG SAID SOUTH BOUNDARY LINE, FOR A DISTANCE OF 21.83 FEET TO THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. 331); THENCE SOUTHERLY ALONG SAID WEST

RIGHT OF WAY LINE AS FOLLOWS: SOUTH 04 DEGREES 55 MINUTES 09 SECONDS WEST, FOR A DISTANCE OF 988.35 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,005.31 FEET, THROUGH A CENTRAL ANGLE OF 03 DEGREES 19 MINUTES 22 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 1,334.20 FEET, (CHORD BEARING AND DISTANCE = SOUTH 03 DEGREES 15 MINUTES 28 SECONDS WEST, FOR A DISTANCE OF 1,334.01 FEET) TO THE POINT OF BEGINNING. CONTAINING 1.067 ACRES, MORE OR LESS.

AND

LEGAL DESCRIPTION UTILITY EASEMENT NO. 6A

A PARCEL OF LAND LYING AND BEING IN SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTHEAST CORNER OF SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 32 MINUTES 09 SECONDS WEST, ALONG THE SOUTH BOUNDARY LINE OF SAID SECTION 35, FOR A DISTANCE OF 256.51 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. HIGHWAY 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA) FOR THE POINT OF BEGINNING; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 88 DEGREES 32 MINUTES 09 SECONDS WEST, FOR A DISTANCE OF 20.00 FEET TO A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 22,811.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 25 MINUTES 51 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 171.52 FEET, (CHORD BEARING AND DISTANCE = NORTH 01 DEGREE 52 MINUTES 12 SECONDS EAST, FOR A DISTANCE OF 171.52 FEET) TO A POINT ON THE SOUTH BOUNDARY LINE OF PROPERTY RECORDED IN OFFICIAL RECORDS BOOK 2812, PAGE 3275 OF THE PUBLIC RECORDS OF WALTON COUNTY, FLORIDA; THENCE SOUTH 89 DEGREES 42 MINUTES 33 SECONDS EAST, ALONG SAID SOUTH BOUNDARY LINE, FOR A DISTANCE OF 20.01 FEET TO A POINT ON THE AFORESAID WEST RIGHT OF WAY LINE; POINT BEING ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 22,831.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 25 MINUTES 53 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 171.92 FEET, (CHORD BEARING AND DISTANCE = SOUTH 01 DEGREE 52 MINUTES 9 SECONDS WEST, FOR A DISTANCE OF 171.92 FEET) TO THE POINT OF BEGINNING. CONTAINING 3,434.39 SQUARE FEET OR 0.079 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

Kathryn Thi  
Kathryn Thibadeau  
Witness name:

French  
Witness - name: Amberley French

Owls Head Commercial LLC, a  
Florida Limited Liability Company  
By: [Signature] L.S.  
Its FOUNDER/OWNER  
DOUG BUNCAN

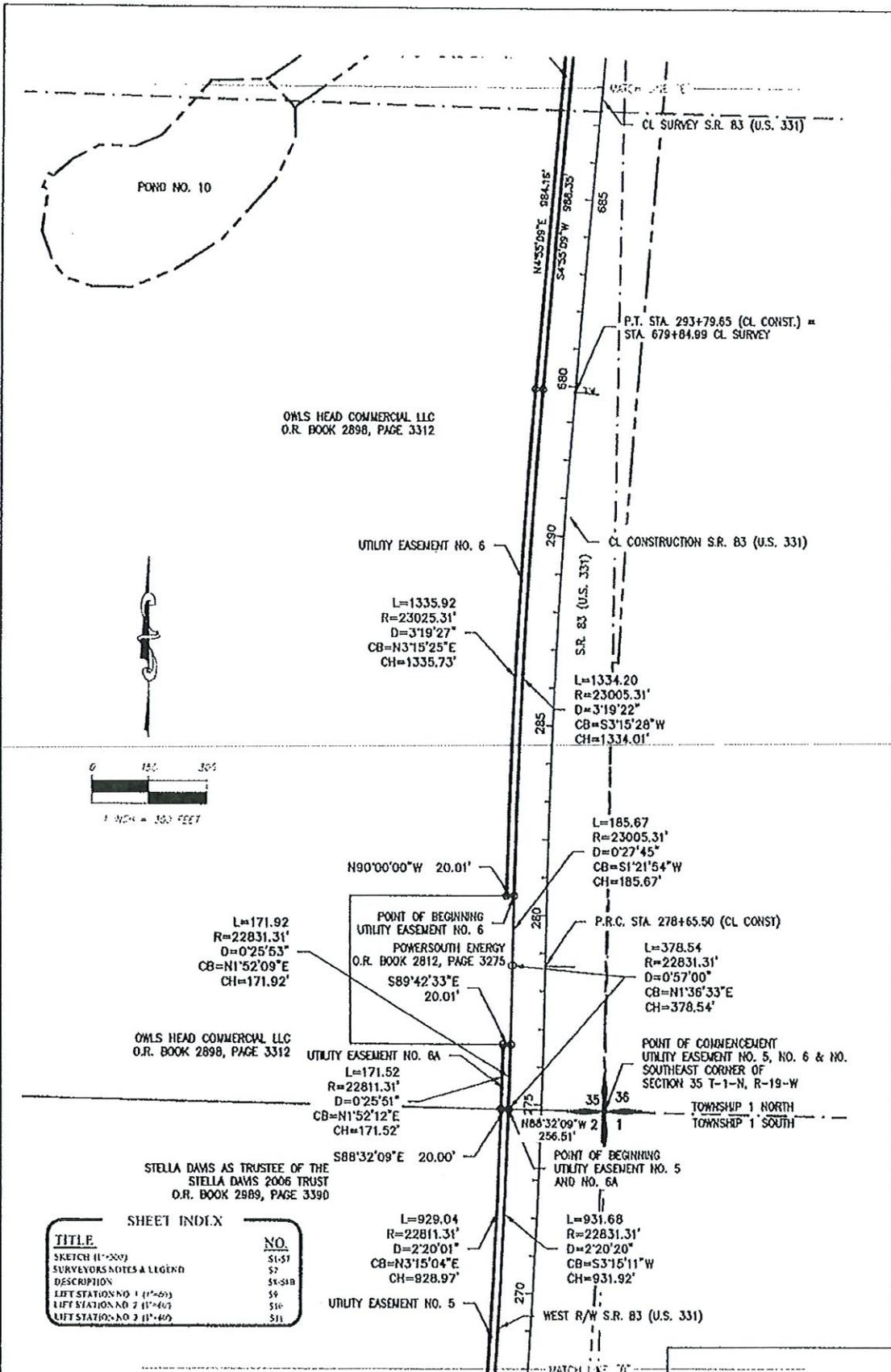
STATE OF GEORGIA  
COUNTY OF FULTON

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of November, 2019, by DOUG BUNCAN, as FOUNDER/OWNER of Owls Head Commercial, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced D525-161-64-128-0 as identification and who took an oath.

[Signature]  
Notary Public  
Print Name: DIANA C. MANEA  
My commission expires: 11/14/2020

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435





**SHEET INDEX**

TITLE	NO.
SKETCH (11-200)	S1-S7
SURVEYORS NOTES & LEGEND	S7
DESCRIPTION	S8-S18
LIFT STATION NO. 1 (11-203)	S9
LIFT STATION NO. 2 (11-204)	S10
LIFT STATION NO. 3 (11-205)	S11

DAVID JON BARTLETT, P.S.M. DATE SIGNED  
 PROFESSIONAL SURVEYOR & MAPPER No. 154018

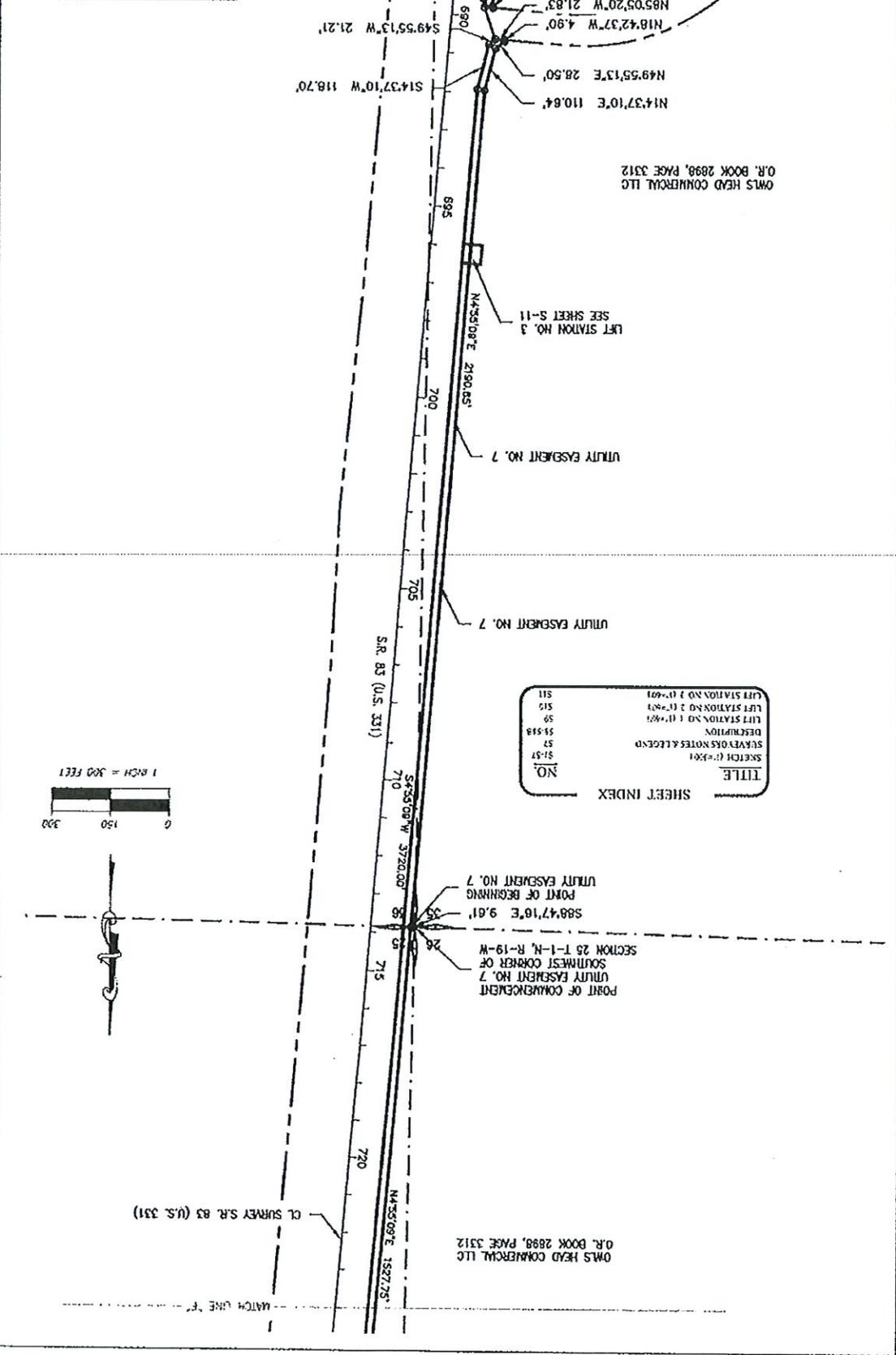
<p><b>Dewberry</b>          DEWBERRY ENGINEERS INC.          203 ABERDEEN PASSWAY          PANAMA CITY, FLORIDA 32405          PHONE: 850.522.0644 FAX 850.522.1011          WWW.DEWBERRY.COM          CERTIFICATE OF AUTHORIZATION NO. 1187011</p>	<b>SKETCH OF DESCRIPTION</b> UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 9B) WALTON COUNTY, FLORIDA		<b>DRAWING DATE:</b> 09/30/2019	<b>PROJECT NO.</b> 50108576
			<b>BY:</b> DJB	
			<b>APPROVED BY:</b> JG	<b>S5</b>
	FB/PG: N.A.    FLD DATE: N.A.    SCALE: 1"=300'			



Dewberry Engineers Inc.  
200 Aberdeen Parkway  
Palm Bay, Florida 32909  
Phone: 888.222.1011 Fax: 888.222.1011  
www.dewberry.com  
FEDERATION OF PROFESSIONAL ENGINEERS NO. 18,811

PROJECT NO. 50108576	DATE: 09/30/2019	BY: DJB	APPROVED BY: JG
DRAWING DATE: 09/30/2019			
SKETCH OF DESCRIPTION: UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA			
DATE: 09/30/2019			
SCALE: 1"=300'			
FB/PC: N.A.			
RD DATE: N.A.			
SCALE: 1"=300'			

DAVID JON BARNETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & LICENSE NO. 151018



SHEET INDEX

NO.	TITLE
51	SKETCH (7-15-01)
57	SURVEY NOTES & LEGEND
58	DESCRIPTION
59	LIFT STATION NO. 1 (1-1-01)
510	LIFT STATION NO. 2 (1-1-01)
511	LIFT STATION NO. 3 (1-1-01)

O.M.S. HEAD COMMERCIAL, LLC  
O.R. BOOK 2898, PAGE 3312

CL. SURVEY S.R. 83 (U.S. 331)

O.M.S. HEAD COMMERCIAL, LLC  
O.R. BOOK 2898, PAGE 3312

## EASEMENT DEED

Deed made this 27<sup>th</sup> day of November, 2019 by OWLS HEAD COMMERCIAL, LLC, a Florida Limited Liability Company whose address is Five Concourse Parkway, Suite 2925, Atlanta, Georgia 30328, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

LEGAL DESCRIPTION LIFT STATION NO. 3

A PARCEL OF LAND LYING AND BEING NORTHEAST QUARTER OF SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 31 MINUTES 19 SECONDS WEST, ALONG THE SOUTH BOUNDARY LINE OF SAID NORTHEAST QUARTER, FOR A DISTANCE OF 62.36 FEET TO THE CENTERLINE OF SURVEY OF STATE ROAD 83 (U.S. 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP BEING ON FILE AT F.D.O.T., DISTRICT 3 OFFICE, CHIPLEY, FLORIDA); POINT BEING AT STATION 687+36.68; THENCE NORTH 04 DEGREES 55 MINUTES 08 SECONDS EAST, ALONG SAID CENTERLINE, FOR A DISTANCE OF 904.72 FEET TO STATION 696+41.40; THENCE LEAVING SAID CENTERLINE PROCEED NORTH 85 DEGREES 04 MINUTES 51 SECONDS WEST, FOR A DISTANCE OF 87.00 FEET TO THE WEST RIGHT OF WAY, LINE OF S.R. 83 (U.S. 331) FOR THE POINT OF BEGINNING; THENCE SOUTH 04 DEGREES 55 MINUTES 09 SECONDS WEST, ALONG SAID WEST RIGHT OF WAY LINE, FOR A DISTANCE OF 50.00 FEET; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 85 DEGREES 04 MINUTES 51 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET; THENCE NORTH 04 DEGREES 55 MINUTES 9 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET; THENCE SOUTH 85 DEGREES 04 MINUTES 51 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING. CONTAINING 2,500.00 SQUARE FEET OR 0.057 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

Kathryn Thibadeau  
Witness name:

Amberley French  
Witness name:

Owls Head Commercial, LLC, a  
Florida Limited Liability Company  
By: [Signature] L.S.  
Its Managing Member

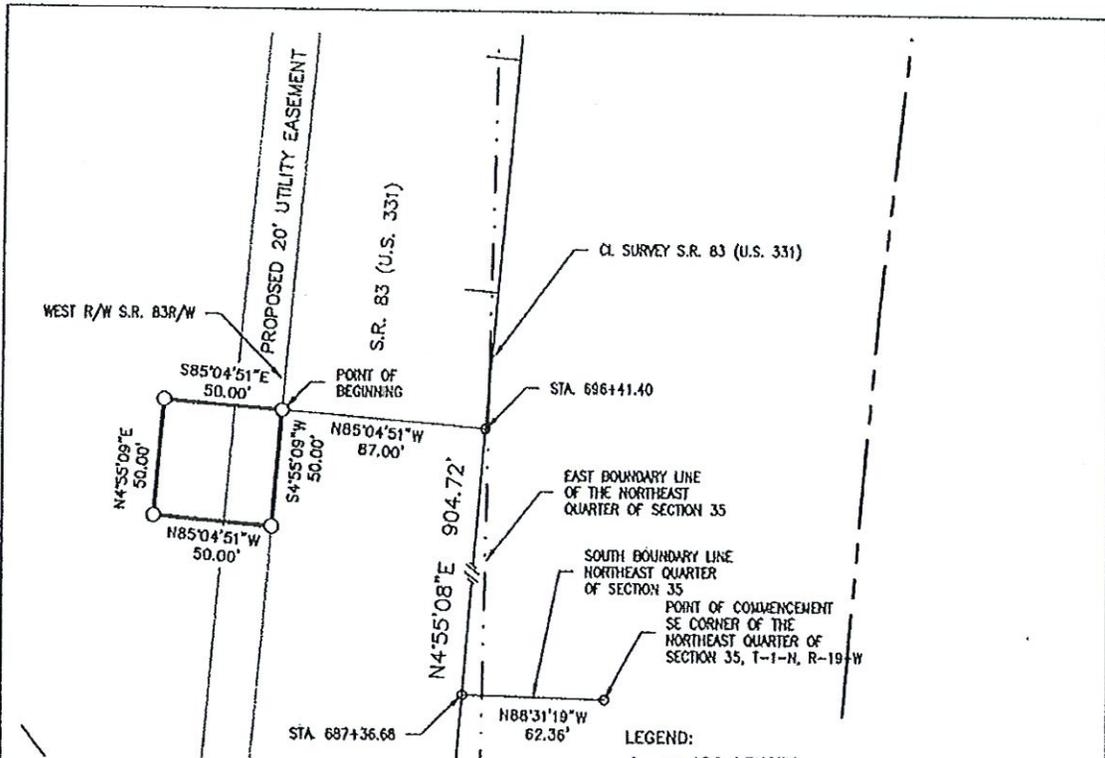
STATE OF GEORGIA  
COUNTY OF FULTON

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day of November 2019, by DOUG DUNCAN, as managing member of Owls Head Commercial, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced D525-161-64-128-0 as identification and who took an oath.

[Signature]  
Notary Public  
Print Name: DIANA C. MANEA  
My commission expires: 11/14/2020

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435





SHEET INDEX	
TITLE	NO.
SKETCH (1\"/>	

- LEGEND:
- L = ARC LENGTH
  - R = RADIUS
  - D = DELTA ANGLE
  - CB = CHORD BEARING
  - CH = CHORD LENGTH
  - P.C. = POINT OF CURVATURE
  - P.T. = POINT OF TANGENCY
  - R/W = RIGHT OF WAY
  - = SET 1/2" CAPPED IRON ROD L.B. #8011
  - // - = LINE NOT TO SCALE

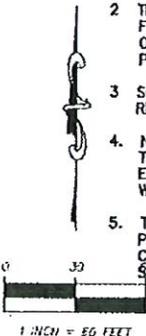
**LEGAL DESCRIPTION LIFT STATION NO. 3**

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**SURVEYOR'S NOTES:**

1. BEARINGS SHOWN HEREON ARE REFERENCED TO FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 60050-2500, F.P. NO. 2206631.
2. THIS SKETCH, MAP, AND REPORT IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
3. SOURCE OF INFORMATION: FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 60050-2500, F.P. NO. 2206631.
4. NO TITLE SEARCH, TITLE OPINION OR ABSTRACT WAS PERFORMED BY, NOR PROVIDED TO DEWBERRY FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS, ENCROACHMENTS, RIGHT-OF-WAYS, BUILDING SETBACKS, RESTRICTIVE COVENANTS OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES OR USE OF THE SUBJECT PROPERTY.
5. THE SURVEY DEPICTED HEREON WAS PREPARED IN ACCORDANCE WITH THE STANDARD OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS AS DEFINED IN CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.



DAVID JON BARTLETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. 151018

<p><b>Dewberry</b> DEWBERRY ENGINEERS INC. 203 ABERDEEN PARKWAY PANAMA CITY, FLORIDA 32405 PHONE: 850.522.1064 FAX: 850.522.1011 WWW.DWBERRY.COM CERTIFICATE OF AUTHORIZATION NO. 18-8011</p>	<b>BOUNDARY SURVEY</b> LIFT STATION NO. 3 SECTIONS 35, T-1-N, R-19-W WALTON COUNTY, FLORIDA		DRAWING DATE: 09/30/2019	PROJECT NO. 50108576
	FB/PG: N.A.	FLD DATE: N.A.	SCALE: 1"=60'	BY: DJB

## EASEMENT DEED

Deed made this 27<sup>th</sup> day of November, 2019 by OWLS HEAD COMMERCIAL, LLC, a Florida Limited Liability Company whose address is Five Concourse Parkway, Suite 2925, Atlanta, Georgia 30328, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

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RIGHT OF WAY LINE AS FOLLOWS: SOUTH 04 DEGREES 55 MINUTES 09 SECONDS WEST, FOR A DISTANCE OF 988.35 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,005.31 FEET, THROUGH A CENTRAL ANGLE OF 03 DEGREES 19 MINUTES 22 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 1,334.20 FEET, (CHORD BEARING AND DISTANCE = SOUTH 03 DEGREES 15 MINUTES 28 SECONDS WEST, FOR A DISTANCE OF 1,334.01 FEET) TO THE POINT OF BEGINNING. CONTAINING 1.067 ACRES, MORE OR LESS.

AND

LEGAL DESCRIPTION UTILITY EASEMENT NO. 6A

A PARCEL OF LAND LYING AND BEING IN SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTHEAST CORNER OF SECTION 35, TOWNSHIP 1 NORTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 32 MINUTES 09 SECONDS WEST, ALONG THE SOUTH BOUNDARY LINE OF SAID SECTION 35, FOR A DISTANCE OF 256.51 FEET TO A POINT ON THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. HIGHWAY 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA) FOR THE POINT OF BEGINNING; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 88 DEGREES 32 MINUTES 09 SECONDS WEST, FOR A DISTANCE OF 20.00 FEET TO A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 22,811.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 25 MINUTES 51 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 171.52 FEET, (CHORD BEARING AND DISTANCE = NORTH 01 DEGREE 52 MINUTES 12 SECONDS EAST, FOR A DISTANCE OF 171.52 FEET) TO A POINT ON THE SOUTH BOUNDARY LINE OF PROPERTY RECORDED IN OFFICIAL RECORDS BOOK 2812, PAGE 3275 OF THE PUBLIC RECORDS OF WALTON COUNTY, FLORIDA; THENCE SOUTH 89 DEGREES 42 MINUTES 33 SECONDS EAST, ALONG SAID SOUTH BOUNDARY LINE, FOR A DISTANCE OF 20.01 FEET TO A POINT ON THE AFORESAID WEST RIGHT OF WAY LINE; POINT BEING ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 22,831.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 25 MINUTES 53 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 171.92 FEET, (CHORD BEARING AND DISTANCE = SOUTH 01 DEGREE 52 MINUTES 9 SECONDS WEST, FOR A DISTANCE OF 171.92 FEET) TO THE POINT OF BEGINNING. CONTAINING 3,434.39 SQUARE FEET OR 0.079 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

Kathryn Thibadeau  
Witness name: Kathryn Thibadeau

Amberley French  
Witness name: Amberley French

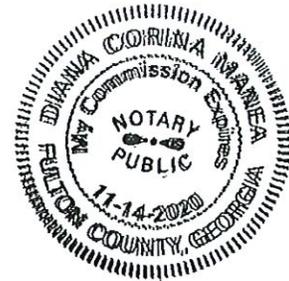
Owls Head Commercial LLC, a  
Florida Limited Liability Company  
By: [Signature] L.S.  
Its FOUNDER/OWNER  
DOUG DUNCAN

STATE OF GEORGIA  
COUNTY OF FULTON

The foregoing instrument was acknowledged before me this 27<sup>th</sup> day of November, 2019, by DOUG DUNCAN, as FOUNDER/OWNER of Owls Head Commercial, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced D525-161-64-28-0 as identification and who took an oath.

[Signature]  
Notary Public  
Print Name: DIANA C. MANEA  
My commission expires: 11/14/2020

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



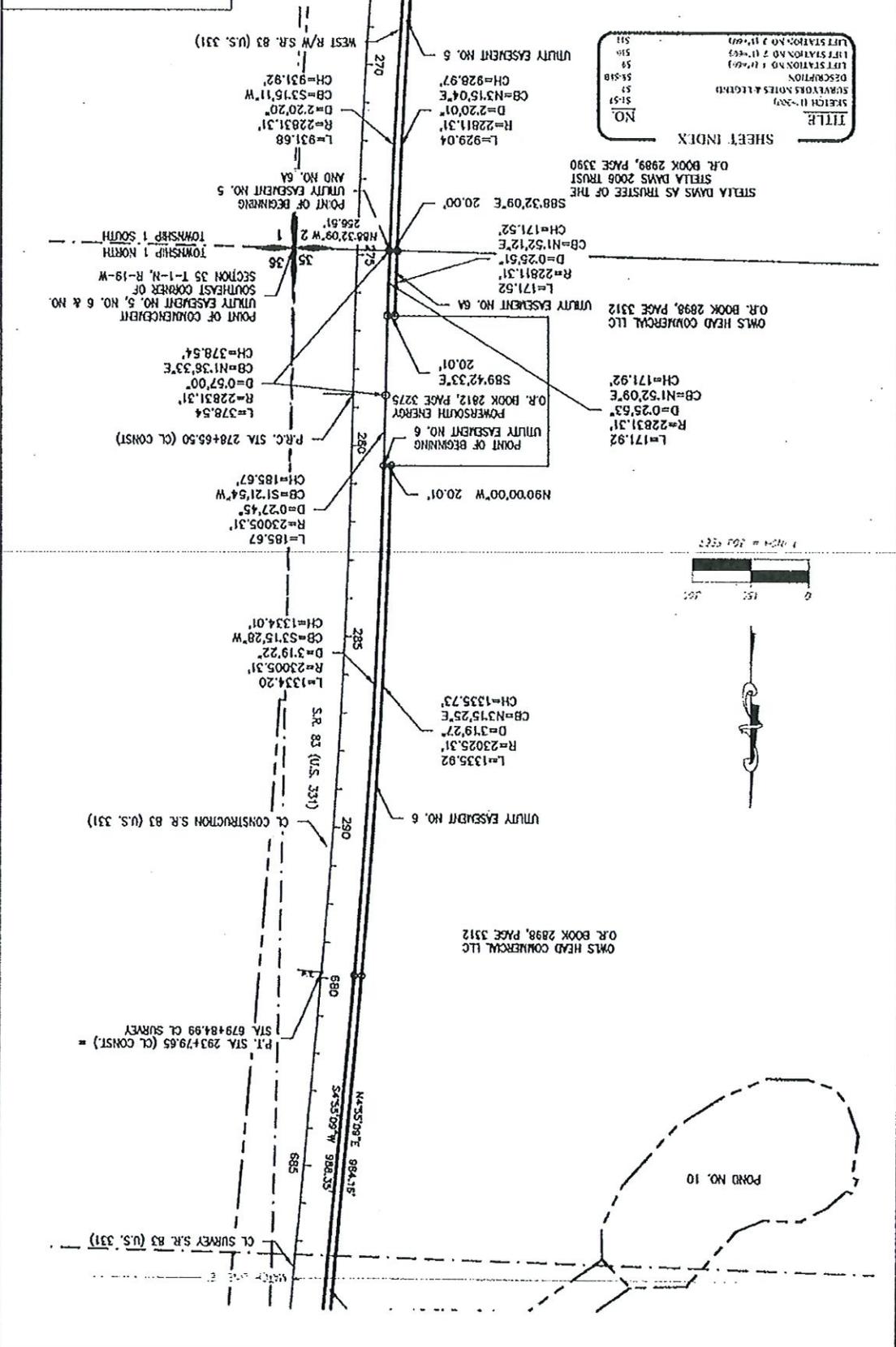


DEWBERRY ENGINEERS INC.  
203 ABERDEEN PARKWAY  
PAYSON CITY, FLORIDA 32055  
PHONE: 689.2224 FAX: 689.221011  
WWW.DWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. LR0011

PROJECT NO. 50108576	DATE SCHED
DRAWING DATE: 09/30/2019	DATE SCHED
APPROVED BY: [Signature]	DATE SCHED
PROJECT NO. 50108576	DATE SCHED

SKETCH OF DESCRIPTION  
UTILITY EASEMENTS  
STATE ROAD NO. 83 (U.S. HIGHWAY 98)  
WALTON COUNTY, FLORIDA

DRAWING DATE: 09/30/2019  
DATE SCHED: [Blank]  
PROFESSIONAL SURVEYOR & MAPPER NO. 151019  
DAVID JOHN BARTLET, P.S.M.



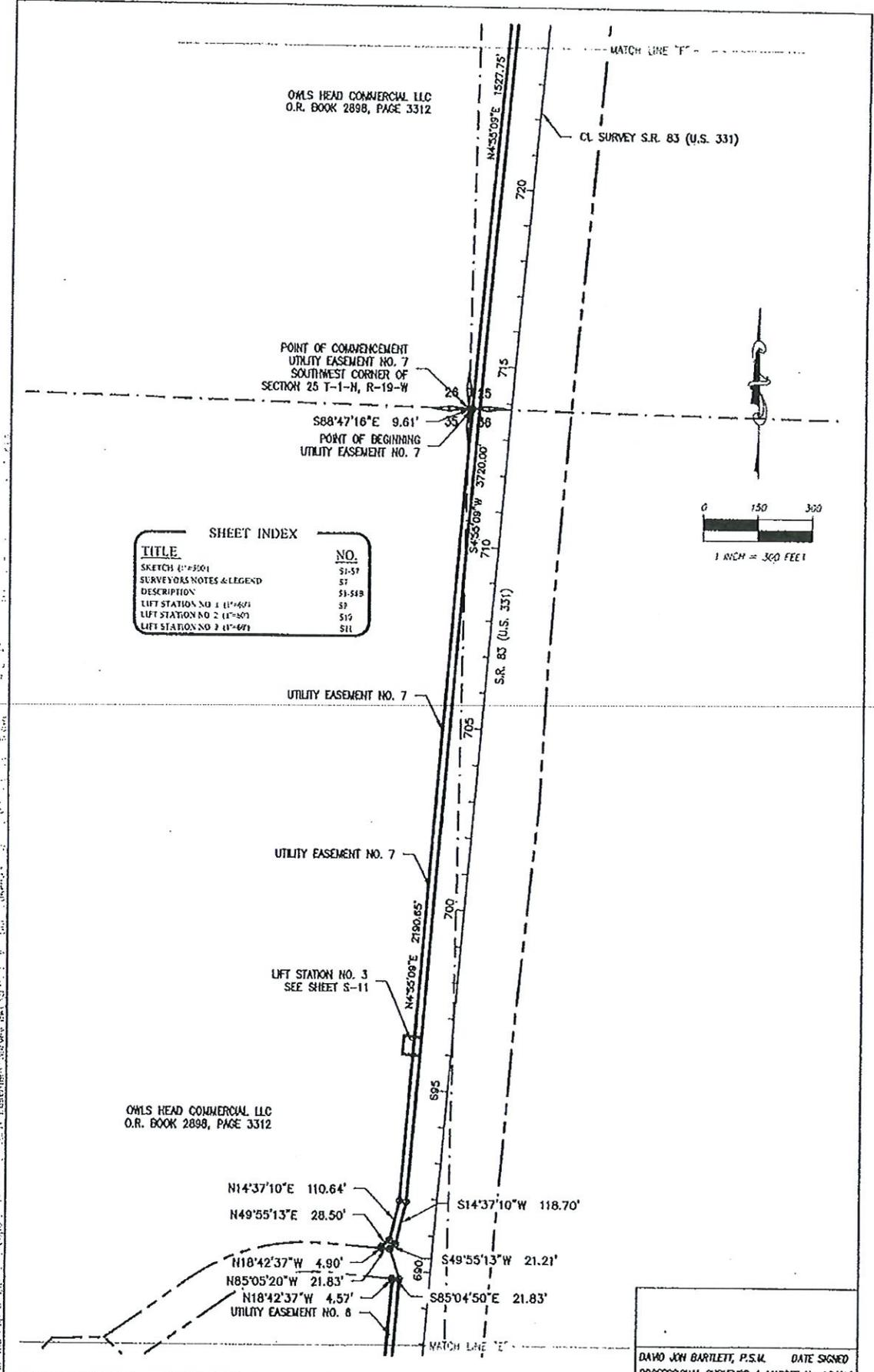
TITLE	
NO.	DESCRIPTION
51	REVISIONS
52	DATE
53	BY
54	DATE
55	BY
56	DATE
57	BY
58	DATE
59	BY
60	DATE

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O.R. BOOK 2898, PAGE 3390

O.R. BOOK 2898, PAGE 3312

O.R. BOOK 2812, PAGE 3275

O.R. BOOK 2898, PAGE 3312



OWLS HEAD COMMERCIAL LLC  
O.R. BOOK 2898, PAGE 3312

CL SURVEY S.R. 83 (U.S. 331)

POINT OF COMMENCEMENT  
UTILITY EASEMENT NO. 7  
SOUTHWEST CORNER OF  
SECTION 25 T-1-N, R-19-W

S88°47'16"E 9.61'  
POINT OF BEGINNING  
UTILITY EASEMENT NO. 7

SHEET INDEX	
TITLE	NO.
SKETCH (1"=300')	S1-S7
SURVEYOR'S NOTES & LEGEND	S7
DESCRIPTION	S1-S18
LIFT STATION NO. 1 (1"=60')	S9
LIFT STATION NO. 2 (1"=60')	S19
LIFT STATION NO. 3 (1"=60')	S11



UTILITY EASEMENT NO. 7

UTILITY EASEMENT NO. 7

LIFT STATION NO. 3  
SEE SHEET S-11

OWLS HEAD COMMERCIAL LLC  
O.R. BOOK 2898, PAGE 3312

N14°37'10"E 110.64'  
N49°55'13"E 28.50'  
N18°42'37"W 4.90'  
N85°05'20"W 21.83'  
N18°42'37"W 4.57'  
UTILITY EASEMENT NO. 8  
S14°37'10"W 118.70'  
S49°55'13"W 21.21'  
S85°04'50"E 21.83'

DAVID JOHN BARTLETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. LS1018

**Dewberry**  
DEWBERRY ENGINEERS P.C.  
203 ABERDEEN PARKWAY  
PANAMA CITY, FLORIDA 32405  
PHONE: 850.522.1644 FAX: 850.522.1011  
WWW.DEWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. 1B 0111

SKETCH OF DESCRIPTION		DRAWING DATE:	PROJECT NO.
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA		09/30/2019	50108576
		BY: D.B.	
FB/PG: N.A.	FLD DATE: N.A.	APPROVED BY: JG	S6

SCALE: 1"=300'



**TWO ROADS**  
DEVELOPMENT

**Daniel G. Hayes, General Counsel & COO**  
(914) 703-0130 | [dhayes@tworoadsre.com](mailto:dhayes@tworoadsre.com)

314 Clematis Street, Suite 200  
West Palm Beach, Florida 33401-4637

January 24, 2020

**Via FEDEX (Priority Overnight)**  
Confirm: (850) 571-1255

Mr. Alex Rouchaleau, P.E.  
Project Manager  
Dewberry Engineers  
877 North County Highway 393  
Santa Rosa Beach, Florida 32459-5370

**Re: Easement Deeds from 331 Freeport Partners, LLC, as "Grantor", to City of Freeport, Florida, as "Grantee" [Utility Lift Stations]**

<The Plantation at Freeport, 1,267 ± acres in Freeport, Walton County, Florida>

Dear Mr. Rouchaleau:

I am writing on behalf of **331 Freeport Partners, LLC**, to forward the enclosed six (6) Easement Deeds executed in the form presented for the agreed locations of the City's Lift Stations on the Grantor's property.

Please feel free to call or email me directly with any questions or comments you or your client may have after you have the opportunity to review.

Sincerely,

Daniel G. Hayes  
General Counsel & COO

Enclosures.

cc: Mr. Cameron R. Snipes, P.E.  
E: [Cameron.Snipes@kimley-horn.com](mailto:Cameron.Snipes@kimley-horn.com)

## EASEMENT DEED

Deed made this 24<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION UTILITY EASEMENT NO. 1

A PARCEL OF LAND LYING AND BEING IN THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 25 MINUTES 53 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF THE SAID NORTH HALF, FOR A DISTANCE OF 1,235.85 FEET TO A POINT ON THE WEST RIGHT OF WAY OF STATE ROAD 83 (U.S. 331), AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA) FOR THE POINT OF BEGINNING; THENCE CONTINUE NORTH 88 DEGREES 25 MINUTES 53 SECONDS WEST, ALONG SAID NORTH BOUNDARY LINE, FOR A DISTANCE OF 20.95 FEET; THENCE LEAVING SAID NORTH BOUNDARY LINE PROCEED NORTH 18 DEGREES 52 MINUTES 15 SECONDS EAST, FOR A DISTANCE OF 994.41 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,018.45 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 07 MINUTES 51 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 52.51 FEET, (CHORD BEARING AND DISTANCE = NORTH 18 DEGREES 56 MINUTES 14 SECONDS EAST, FOR A DISTANCE OF 52.51 FEET) TO THE SOUTH BOUNDARY LINE OF POND NO. 6 AS SHOWN ON AFORESAID RIGHT OF WAY MAP; THENCE SOUTH 83 DEGREES 53 MINUTES 47 SECONDS EAST, ALONG SAID SOUTH BOUNDARY LINE, FOR A DISTANCE OF 20.52 FEET TO A POINT ON THE AFORESAID WEST RIGHT OF WAY LINE, POINT BEING ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 22,998.31 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 08 MINUTES 32 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE AND CURVE FOR AN ARC DISTANCE OF 57.05 FEET, (CHORD BEARING AND DISTANCE = SOUTH 18 DEGREES 56 MINUTES 34 SECONDS WEST, FOR A DISTANCE OF 57.05 FEET); THENCE SOUTH 18 DEGREES 52 MINUTES 15 SECONDS WEST, ALONG SAID WEST RIGHT OF WAY LINE, FOR A DISTANCE OF 988.18 FEET TO THE POINT OF BEGINNING. CONTAINING 0.480 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

331 Freeport Partners, LLC, a Florida Limited Liability Company

Mary T. O'Grady  
Witness - name:  
[Signature]  
Witness - name:

By: [Signature] L.S.  
Its Managing Member

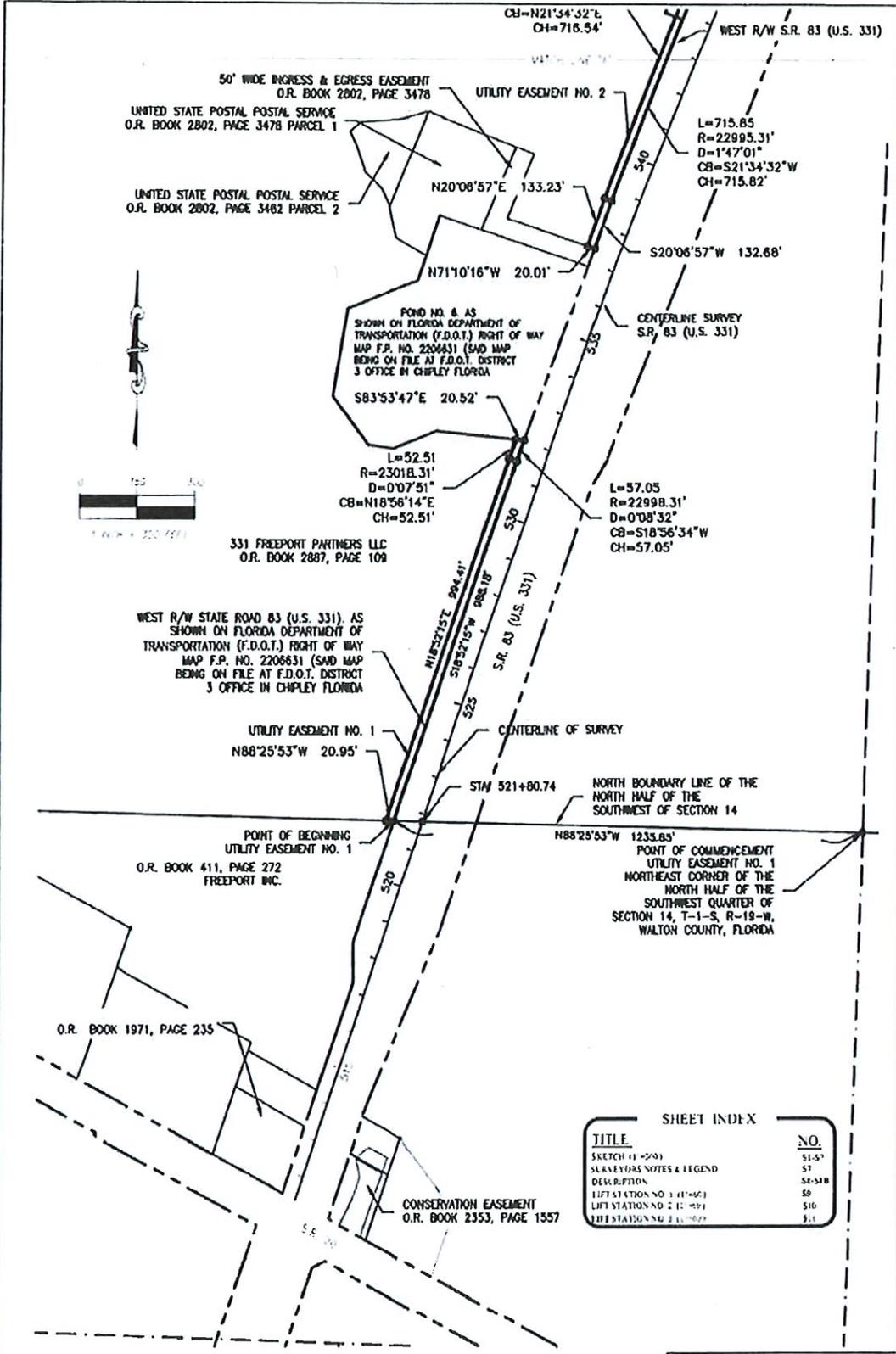
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel G. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



[Signature]  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



SHEET INDEX

TITLE	NO.
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LIFT STATION NO. 2 (1-100)	510
LIFT STATION NO. 3 (1-100)	511

DAVID JEN BARTLETT, P.S.M. DATE SIGNED  
 PROFESSIONAL SURVEYOR & MAPPER No. 154018

**Dewberry**  
 DEWBERRY ENGINEERS INC.  
 203 ABERDEEN PARKWAY  
 PANAMA CITY, FLORIDA 32406  
 PHONE 850.522.0644 FAX 850.522.1011  
 WWW.DEWBERRY.COM  
 CERT. # CATE. OF. AUTHORIZATION NO. 180811

SKETCH OF DESCRIPTION		DRAWING DATE:	PROJECT NO.
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA		09/30/2019	50108576
		BY: DJB	
FB/PQ: N.A.		APPROVED BY:	S1
FLD DATE: N.A.		SCALE: 1"=300'	JG

## EASEMENT DEED

Deed made this 24<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION UTILITY EASEMENT NO. 2

A PARCEL OF LAND LYING AND BEING IN SECTION 11 AND 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED SOUTH 02 DEGREES 02 MINUTES 24 SECONDS WEST, ALONG THE EAST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 11, FOR A DISTANCE OF 373.84 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH 02 DEGREES 02 MINUTES 24 SECONDS WEST, ALONG SAID EAST LINE, FOR A DISTANCE OF 57.30 FEET TO THE WEST RIGHT OF WAY OF STATE ROAD 83 (U.S. 331), AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA); THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE AS FOLLOWS: SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 950.87 FEET TO A POINT THAT BEARS NORTH 87 DEGREES 59 MINUTES 17 SECONDS WEST, A DISTANCE OF 331.87 FEET FROM THE SOUTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 11, TOWNSHIP 1 SOUTH, RANGE 19 WEST; THENCE CONTINUE SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 443.52 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 22,995.31 FEET, THROUGH A CENTRAL ANGLE OF 01 DEGREES 47 MINUTES 01 SECOND; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 715.85 FEET, (CHORD BEARING AND DISTANCE = SOUTH 21 DEGREES 34 MINUTES 32 SECONDS WEST, FOR A DISTANCE OF 715.82 FEET); THENCE SOUTH 20 DEGREES 06 MINUTES 57 SECONDS WEST, FOR A DISTANCE OF 132.68 FEET TO THE NORTH BOUNDARY LINE OF A 50 FOOT WIDE INGRESS AND EGRESS EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 2802, PAGE 2478 OF THE PUBLIC RECORDS OF WALTON COUNTY, FLORIDA ; THENCE NORTH 71 DEGREES 10 MINUTES 16 SECONDS WEST, ALONG SAID NORTH BOUNDARY LINE, FOR A DISTANCE OF 20.01 FEET; THENCE LEAVING SAID NORTH BOUNDARY LINE PROCEED NORTH 20 DEGREES 06 MINUTES 57 SECONDS EAST, FOR A DISTANCE OF 133.23 FEET TO A POINT ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 23,015.31 FEET, THROUGH A CENTRAL ANGLE OF 01 DEGREE 47 MINUTES 02 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 716.57 FEET, (CHORD BEARING AND DISTANCE = NORTH 21 DEGREES 34 MINUTES 32 SECONDS EAST, FOR A DISTANCE OF 716.54 FEET); THENCE NORTH 22 DEGREES

28 MINUTES 03 SECONDS EAST, FOR A DISTANCE OF 1,448.09 FEET TO THE POINT OF BEGINNING.  
CONTAINING 1.042 ACRES, MORE OR LESS.

A copy of the survey is attached hereto as Exhibit A.

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

331 Freeport Partners, LLC, a Florida Limited Liability Company

[Signature]  
Witness - name:  
[Signature]  
Witness - name:

By: [Signature] L.S.  
Its Managing Member

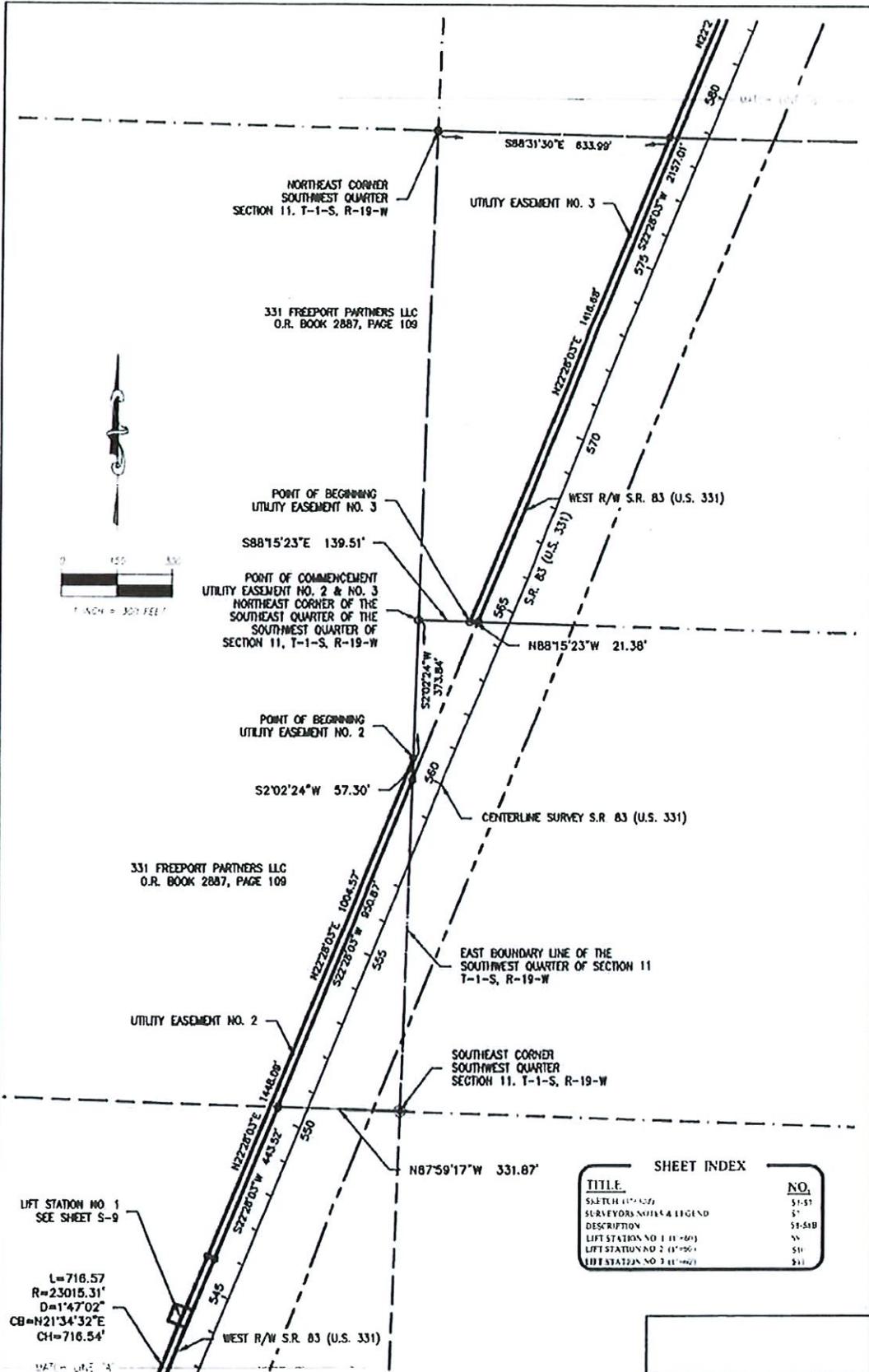
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel R. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



[Signature]  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



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LIFT STATION NO 2 (11'-50')	51
LIFT STATION NO 3 (11'-00')	51

**Dewberry**  
DEWBERRY ENGINEERS INC  
203 ABERDEEN PARKWAY  
PANAMA CITY, FLORIDA 32365  
PHONE 850.822.8844 FAX 850.522.1011  
WWW.DWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. 18-011

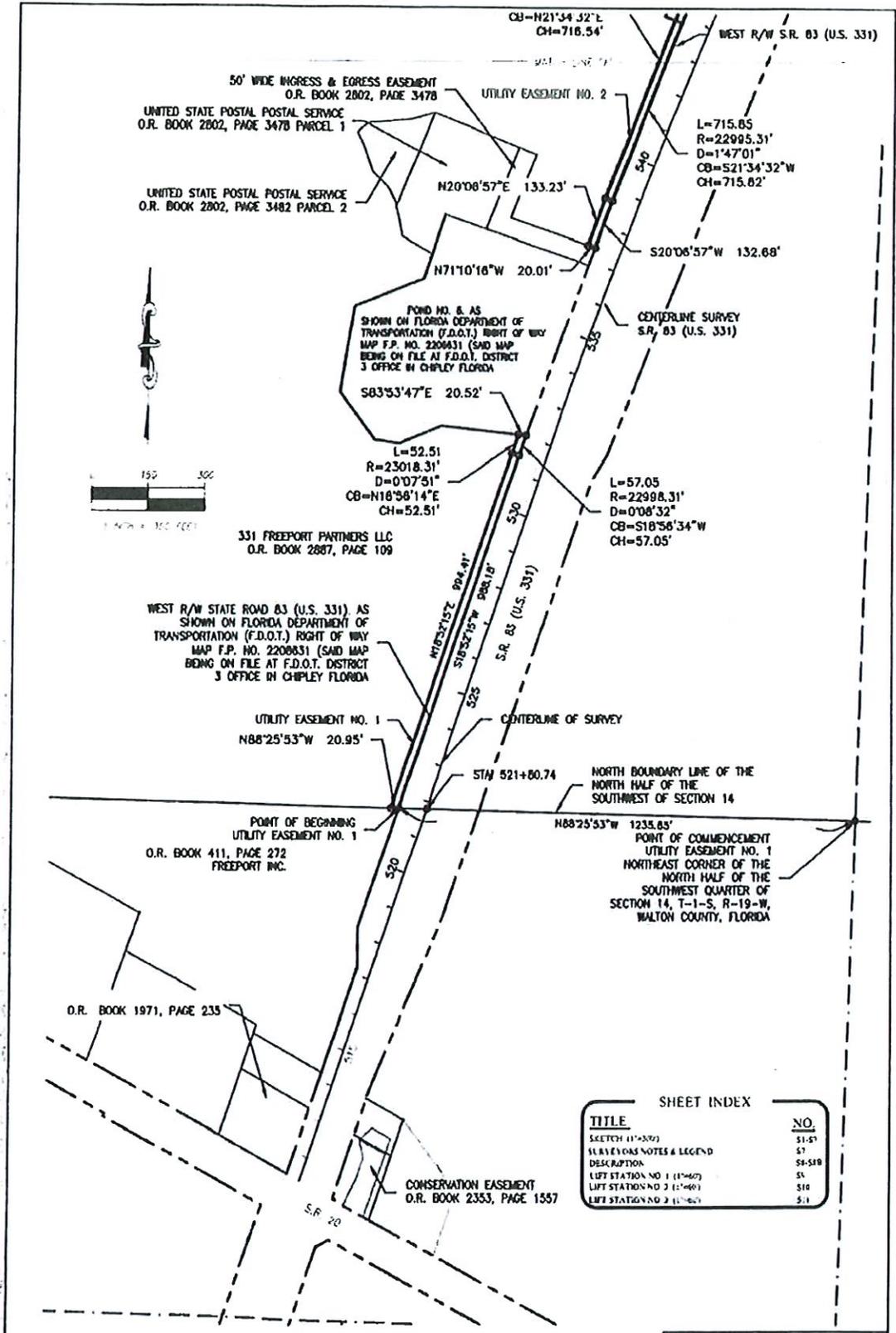
SKETCH OF DESCRIPTION

UTILITY EASEMENTS  
STATE ROAD NO. 83 (U.S. HIGHWAY 98)  
WALTON COUNTY, FLORIDA

DRAWING DATE:	PROJECT NO.
09/30/2019	50108576
BY:	
DJB	
APPROVED BY:	S2
JG	

DAVID JON BARTLETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. 151018

FB/PQ: N.A. FLD DATE: N.A. SCALE: 1"=300'



SHEET INDEX	
TITLE	NO.
SKETCH (11-2007)	S1-S7
SURVEYING NOTES & LEGEND	S7
DESCRIPTION	S8-S10
LIFT STATION NO. 1 (11-467)	S1
LIFT STATION NO. 2 (11-467)	S10
LIFT STATION NO. 3 (11-467)	S11

DAVID JOHN BARTLETT, P.S.M. DATE SIGNED  
 PROFESSIONAL SURVEYOR & MAPPER No. LS4018

**Dewberry**  
 DEWBERRY ENGINEERS, INC.  
 203 ABERDEEN PARKWAY  
 PANAMA CITY, FLORIDA 32408  
 PHONE: 850.822.8844 FAX: 850.822.1011  
 WWW.DEWBERRY.COM  
 CERTIFICATE OF AUTHORIZATION NO. 181011

SKETCH OF DESCRIPTION	DRAWING DATE:	PROJECT NO.
	09/30/2019	50108576
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA	BY:	APPROVED BY:
	DJB	
FB/Pg: N.A.	FLD DATE: N.A.	SCALE: 1"=300'

S1

## EASEMENT DEED

Deed made this 24<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION UTILITY EASEMENT NO. 3

A PARCEL OF LAND LYING AND BEING IN SECTION 11, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED; THENCE SOUTH 88 DEGREES 15 MINUTES 23 SECONDS EAST, FOR A DISTANCE OF 139.51 FEET; TO THE POINT OF BEGINNING; THENCE NORTH 22 DEGREES 28 MINUTES 3 SECONDS EAST, FOR A DISTANCE OF 1,416.68 FEET; THENCE CONTINUE NORTH 22 DEGREES 28 MINUTES 03 SECONDS EAST, FOR A DISTANCE OF 745.05 FEET; THENCE NORTH 06 DEGREES 17 MINUTES 45 SECONDS EAST, FOR A DISTANCE OF 104.12 FEET; THENCE NORTH 22 DEGREES 28 MINUTES 02 SECONDS EAST, FOR A DISTANCE OF 182.07 FEET TO THE SOUTH BOUNDARY LINE OF POND NO. 7, AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA); THENCE SOUTH 69 DEGREES 44 MINUTES 00 SECONDS EAST, ALONG SAID SOUTH BOUNDARY LINE, FOR A DISTANCE OF 20.01 FEET TO THE WESTERLY RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. 98) AS PER SAID RIGHT OF WAY MAP; THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE AS FOLLOWS: SOUTH 22 DEGREES 28 MINUTES 02 SECONDS WEST, FOR A DISTANCE OF 180.00 FEET; THENCE SOUTH 06 DEGREES 17 MINUTES 45 SECONDS WEST, FOR A DISTANCE OF 104.12 FEET; THENCE SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 2,157.01 FEET; THENCE LEAVING SAID WESTERLY RIGHT OF WAY LINE PROCEED NORTH 88 DEGREES 15 MINUTES 23 SECONDS WEST, FOR A DISTANCE OF 21.38 FEET TO THE POINT OF BEGINNING.  
CONTAINING 1.122 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

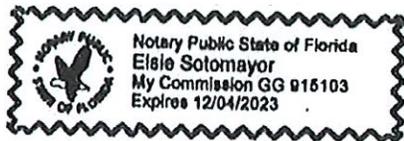
331 Freeport Partners, LLC, a Florida Limited Liability Company

[Signature]  
Witness - name:  
[Signature]  
Witness - name:

By: [Signature] L.S.  
Its Managing Member

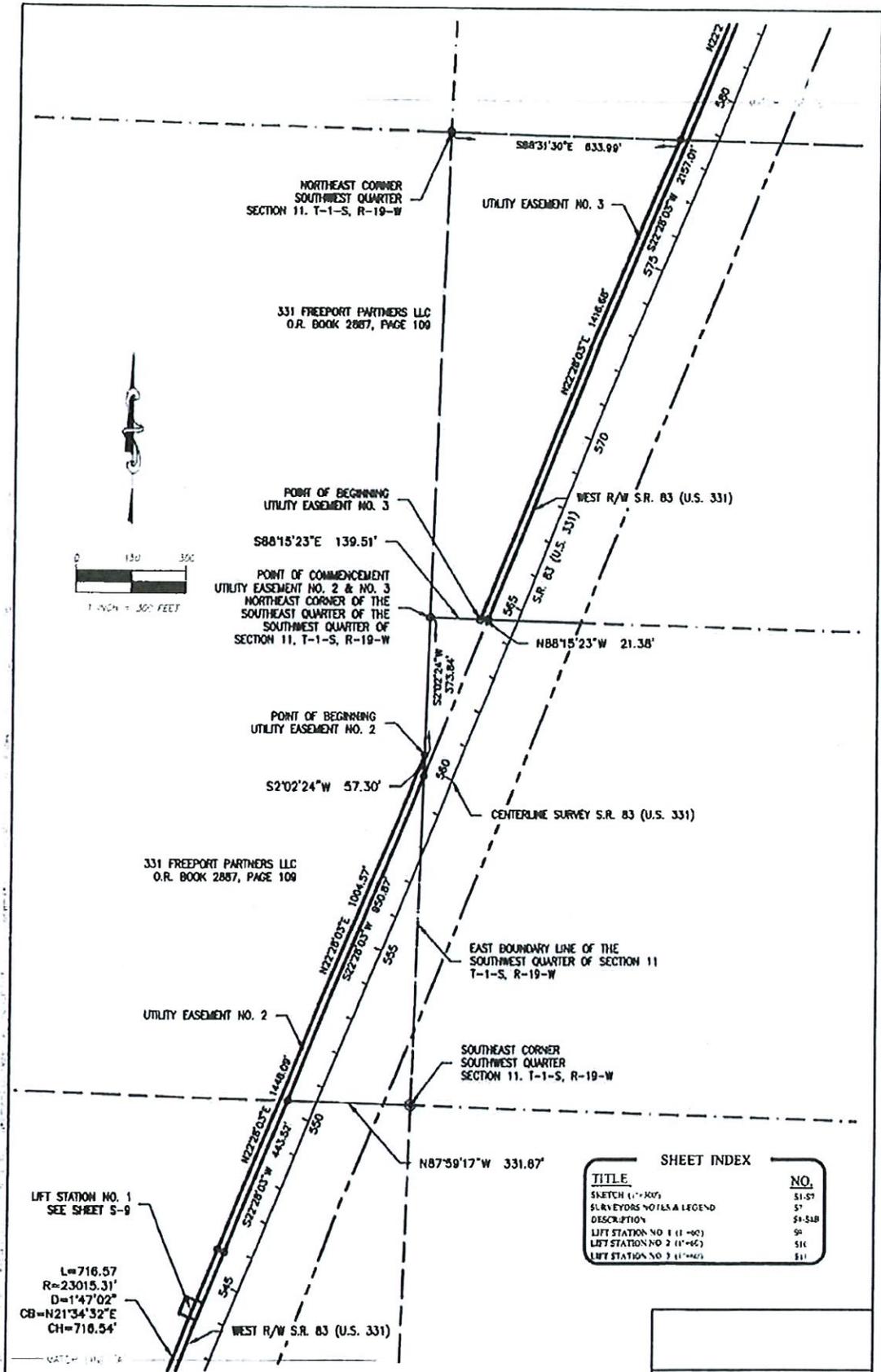
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel G. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



[Signature]  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



DAVID JOHN BARRETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. 154018

**Dewberry**  
DEWBERRY ENGINEERS INC.  
203 ABERDEEN PARKWAY  
PANAMA CITY, FLORIDA 32405  
PHONE: 850.822.8844 FAX: 850.822.1011  
WWW.DEWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. 184011

SKETCH OF DESCRIPTION		DRAWING DATE:	PROJECT NO.
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA		09/30/2019	50108576
FB/PG: N.A.	FLD DATE: N.A.	BY: DJB	S2
SCALE: 1"=300'		APPROVED BY: JG	



331 FREEPORT PARTNERS LLC  
O.R. BOOK 2887, PAGE 109

UTILITY EASEMENT NO. 4

CL CONSTRUCTION S.R. 83  
(U.S. 331)

WEST R/W S.R. 83 (U.S. 331)

POINT OF COMMENCEMENT  
UTILITY EASEMENT NO. 4  
SOUTHEAST CORNER OF  
SECTION 2, T-1-S, R-19-W

POINT OF BEGINNING  
UTILITY EASEMENT NO. 4

N89°03'07"W 993.34'

SOUTH BOUNDARY SECTION 2

CL CONSTRUCTION STA. 221+06.79 AHEAD

P.C. STA. 607+29.68 CL SURVEY (S.R. 83) (BACK)

S22°28'03"W 83.57'

S30°59'53"W 101.12'

N30°59'53"E 101.12'

UTILITY EASEMENT NO. 4

331 FREEPORT PARTNERS LLC  
O.R. BOOK 2887, PAGE 109

N23°39'52"E  
20.83'

S67°29'13"W 28.88'  
POND NO. 7, AS  
SHOWN ON FLORIDA DEPARTMENT OF  
TRANSPORTATION (F.D.O.T.) RIGHT OF WAY  
MAP F.P. NO. 2306831 (SAID MAP  
BEING ON FILE AT F.D.O.T. DISTRICT  
3 OFFICE IN GAINESVILLE, FLORIDA)

S69°44'00"E 20.01'

N6°17'45"E 104.12'

UTILITY EASEMENT NO. 3

S67°45"W 104.12'

WEST R/W S.R. 83 (U.S. 331)

SHEET INDEX

TITLE	NO.
SKETCH OF DESCRIPTION	51-57
SURVEYORS NOTES & LEGEND	57
DESCRIPTION	58-59
LIFT STATION NO. 1 (+62)	59
LIFT STATION NO. 2 (+62)	59
LIFT STATION NO. 3 (+62)	59

DAVID JON BARTLETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. LS4018

**Dewberry**  
DEWBERRY ENGINEERS INC.  
283 ABERDEEN PARKWAY  
PANAMA CITY, FLORIDA 32408  
PHONE: 850.822.0644 FAX: 850.822.1011  
WWW.DEWBERRY.COM  
CERTIFICATE OF AUTHORIZATION NO. 18.0011

SKETCH OF DESCRIPTION		DRAWING DATE:	PROJECT NO.
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA		09/30/2019	50108576
		BY:	
		DJB	
		APPROVED BY:	S3
FB/PQ: N.A.	FLD DATE: N.A.	SCALE: 1"=300'	

## EASEMENT DEED

Deed made this 24<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION UTILITY EASEMENT NO. 4

A PARCEL OF LAND LYING AND BEING IN SECTIONS 2 AND 11, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 89 DEGREES 03 MINUTES 07 SECONDS WEST, ALONG THE SOUTH BOUNDARY LINE OF SAID SECTION 2, FOR A DISTANCE OF 995.34 FEET TO A POINT ON THE WEST RIGHT OF WAY OF STATE ROAD 83 (U.S. 331), AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP ON BEING ON FILE AT F.D.O.T. DISTRICT 3 OFFICE IN CHIPLEY FLORIDA) FOR THE POINT OF BEGINNING; THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE AS FOLLOWS: SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 83.57 FEET; THENCE SOUTH 30 DEGREES 59 MINUTES 53 SECONDS WEST, FOR A DISTANCE OF 101.12 FEET; THENCE SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 975.00 FEET TO THE NORTH BOUNDARY LINE OF POND 7 AS PER AFORESAID RIGHT OF WAY MAP; THENCE SOUTH 67 DEGREES 29 MINUTES 13 SECONDS WEST, ALONG SAID NORTH BOUNDARY LINE, FOR A DISTANCE OF 28.88 FEET; THENCE LEAVING SAID NORTH BOUNDARY LINE PROCEED NORTH 23 DEGREES 39 MINUTES 52 SECONDS EAST, FOR A DISTANCE OF 20.63 FEET; THENCE NORTH 22 DEGREES 28 MINUTES 03 SECONDS EAST, FOR A DISTANCE OF 976.28 FEET; THENCE NORTH 30 DEGREES 59 MINUTES 53 SECONDS EAST, FOR A DISTANCE OF 101.12 FEET; THENCE NORTH 22 DEGREES 28 MINUTES 03 SECONDS EAST, FOR A DISTANCE OF 431.11 FEET TO A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,542.44 FEET, THROUGH A CENTRAL ANGLE OF 17 DEGREES 32 MINUTES 48 SECONDS; THENCE PROCEED NORTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 2,309.84 FEET, (CHORD BEARING AND DISTANCE = NORTH 13 DEGREES 41 MINUTES 39 SECONDS EAST, FOR A DISTANCE OF 2,300.82 FEET); THENCE NORTH 3 DEGREES 34 MINUTES 46 SECONDS EAST, FOR A DISTANCE OF 427.73 FEET; THENCE NORTH 04 DEGREES 55 MINUTES 09 SECONDS EAST, FOR A DISTANCE OF 701.39 FEET TO THE CENTERLINE OF LAFAYETTE CREEK; THENCE NORTH 61 DEGREES 01 MINUTES 04 SECONDS EAST, ALONG SAID CENTERLINE OF CREEK, FOR A DISTANCE OF 24.04 FEET TO A POINT ON THE AFORESAID WEST RIGHT OF WAY LINE OF STATE ROAD NO. 83; THENCE SOUTHERLY ALONG SAID WEST RIGHT OF WAY LINE AS FOLLOWS: SOUTH 04 DEGREES 55 MINUTES 09 SECONDS WEST, FOR A DISTANCE OF 714.57 FEET; THENCE SOUTH 03 DEGREES 34 MINUTES 46 SECONDS WEST, FOR A DISTANCE OF

427.73 FEET TO A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,562.44 FEET, THROUGH A CENTRAL ANGLE OF 17 DEGREES 32 MINUTES 54 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 2,316.20 FEET, (CHORD BEARING AND DISTANCE = SOUTH 13 DEGREES 41 MINUTES 36 SECONDS WEST, FOR A DISTANCE OF 2,307.15 FEET); THENCE SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, FOR A DISTANCE OF 349.03 FEET TO THE POINT OF BEGINNING. CONTAINING 2.280 ACRES, MORE OR LESS.

A copy of the survey is attached hereto as Exhibit A.

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

331 Freeport Partners, LLC, a Florida Limited Liability Company

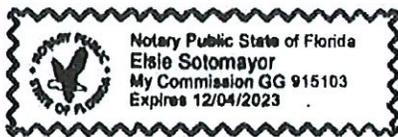
[Signature]  
Witness - name:

By: [Signature] L.S.  
Its Managing Member

[Signature]  
Witness - name:

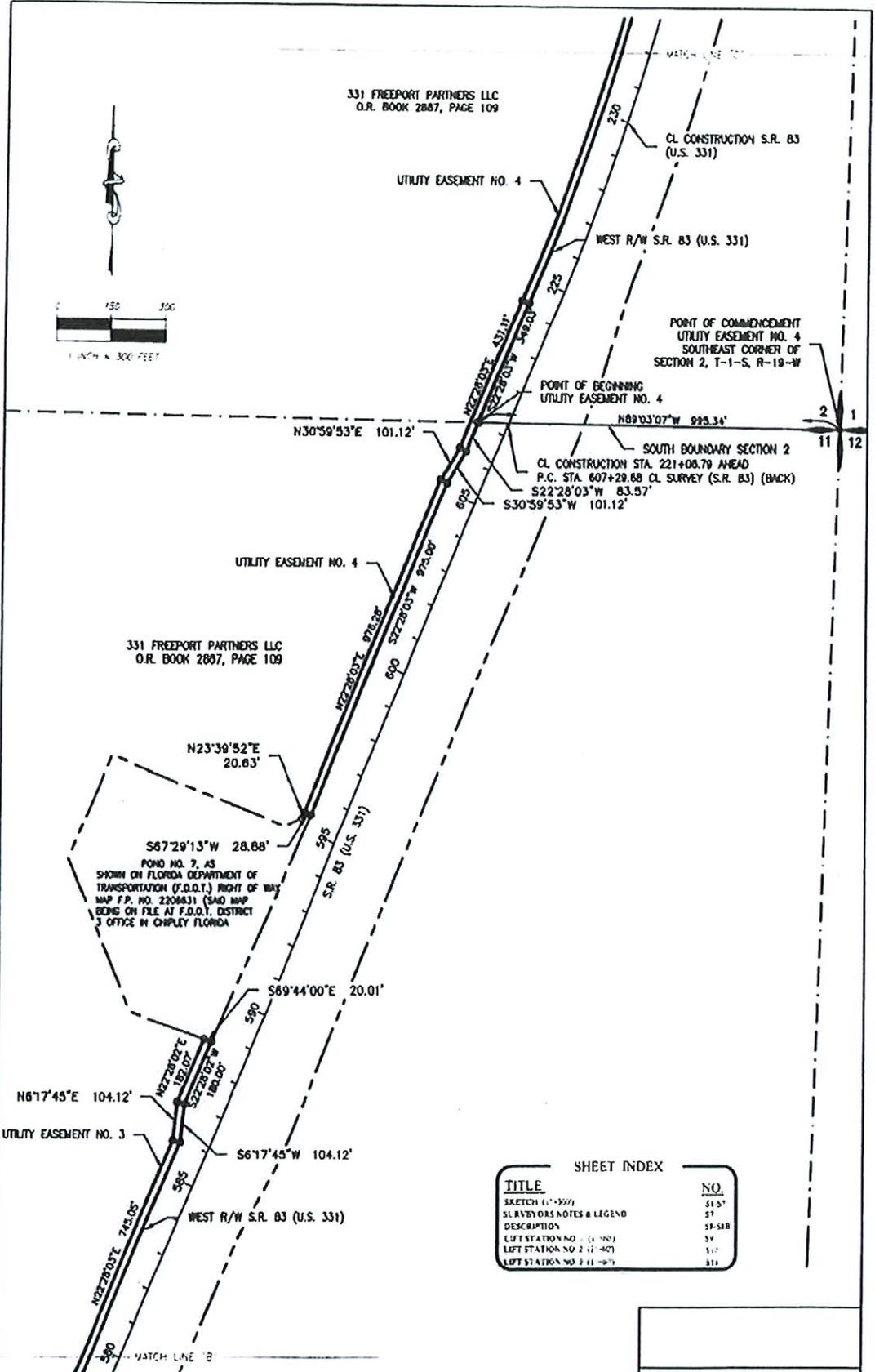
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel G. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



[Signature]  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



331 FREEPORT PARTNERS LLC  
O.R. BOOK 2887, PAGE 109

331 FREEPORT PARTNERS LLC  
O.R. BOOK 2887, PAGE 109

UTILITY EASEMENT NO. 3

SHEET INDEX	
TITLE	NO.
SKETCH (1"=300')	51.5"
SYMBOLS NOTES & LEGEND	57
DESCRIPTION	58-518
LIFT STATION NO. 1 (1'-00')	59
LIFT STATION NO. 2 (1'-40')	510
LIFT STATION NO. 3 (1'-00')	511

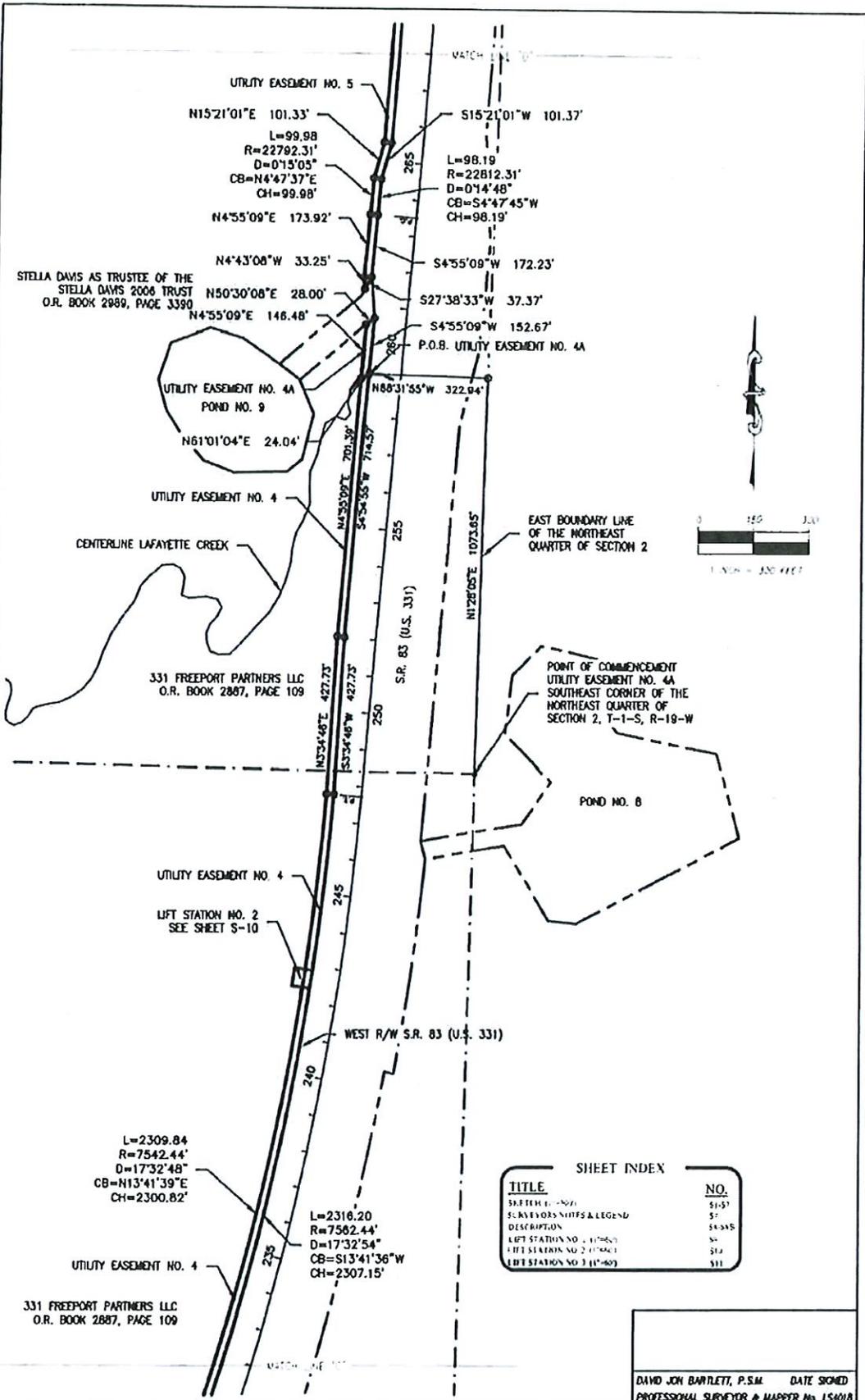
DAVID JON BARRILETT, P.S.M. DATE SIGNED  
PROFESSIONAL SURVEYOR & MAPPER No. LS4018

**Dewberry**  
DEWBERRY ENGINEERS INC.  
203 AMBERDEEN PARKWAY  
PANAMA CITY, FLORIDA 32405  
PHONE 850 822 0644 FAX 850 822 1011  
WWW.DEWBERRY.COM  
CERTIFICATE OF REGISTRATION NO. 18 8011

SKETCH OF DESCRIPTION  
UTILITY EASEMENTS  
STATE ROAD NO. 83 (U.S. HIGHWAY 98)  
WALTON COUNTY, FLORIDA

DRAWING DATE:	PROJECT NO.
09/30/2019	50108576
BY:	
DJB	
APPROVED BY:	S3

FD/PG: N.A. FLD DATE: N.A. SCALE: 1"=300' JS



SHEET INDEX

TITLE	NO.
SKETCH OF DESCRIPTION	51-57
EXPLANATIONS AND LEGEND	58
DESCRIPTION	59-65
LIFT STATION NO. 2 (11760)	56
LIFT STATION NO. 2 (11760)	57
LIFT STATION NO. 3 (11760)	58

DAVID JOHN BARTLETT, P.S.M. DATE SIGNED  
 PROFESSIONAL SURVEYOR & MAPPER No. LS4018

**Dewberry**  
 DEWBERRY ENGINEERS INC.  
 203 ABERDEEN PARKWAY  
 PANAMA CITY, FLORIDA 32405  
 PHONE 850.822.0844 FAX 850.822.1011  
 WWW.DEWBERRY.COM  
 CERTIFICATE OF AUTHORIZATION NO. 18 0011

SKETCH OF DESCRIPTION		DRAWING DATE:	PROJECT NO.
UTILITY EASEMENTS STATE ROAD NO. 83 (U.S. HIGHWAY 98) WALTON COUNTY, FLORIDA		09/30/2019	50106576
		BY:	
FD/PG: N.A. FLD DATE: N.A. SCALE: 1"=300'		DJB	S4
		APPROVED BY:	
		JG	

## EASEMENT DEED

Deed made this 24<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION LIFT STATION NO. 1

A PARCEL OF LAND LYING AND BEING IN THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 87 DEGREES 59 MINUTES 16 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF SAID SECTION 14, FOR A DISTANCE OF 249.69 FEET TO THE CENTERLINE OF SURVEY OF STATE ROAD 83 (U.S. 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP BEING ON FILE AT F.D.O.T., DISTRICT 3 OFFICE, CHIPLEY, FLORIDA); POINT BEING AT STATION 550+57.55; THENCE SOUTH 22 DEGREES 28 MINUTES 03 SECONDS WEST, ALONG SAID CENTERLINE, FOR A DISTANCE OF 754.13 FEET TO P.C. STATION 545+85.52, STATION BEING ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 18001.81 FEET, THROUGH A CENTRAL ANGLE OF 01 DEGREES 47 MINUTES 46 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 564.32 FEET, (CHORD BEARING AND DISTANCE = SOUTH 21 DEGREES 34 MINUTES 10 SECONDS WEST, FOR A DISTANCE OF 564.29 FEET) TO STATION 537+39.31 FEET; THENCE LEAVING SAID CENTERLINE PROCEED NORTH 69 DEGREES 20 MINUTES 08 SECONDS WEST, FOR A DISTANCE OF 69.29 FEET TO THE WEST RIGHT OF WAY LINE OF SAID S.R. 83 FOR THE POINT OF BEGINNING; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 71 DEGREES 10 MINUTES 16 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET; THENCE NORTH 20 DEGREES 06 MINUTES 57 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET; THENCE SOUTH 71 DEGREES 10 MINUTES 16 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET TO THE AFORESAID WEST RIGHT OF WAY LINE; THENCE SOUTH 20 DEGREES 06 MINUTES 57 SECONDS WEST, FOR A DISTANCE OF 50.00' THE POINT OF BEGINNING. CONTAINING 2,499.37 SQUARE FEET OR 0.057 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

331 Freeport Partners, LLC, a Florida Limited Liability Company

Megan Crowley  
Witness - name:  
Mark King  
Witness - name:

By: Daniel G. Hayes L.S.  
Its Managing Member

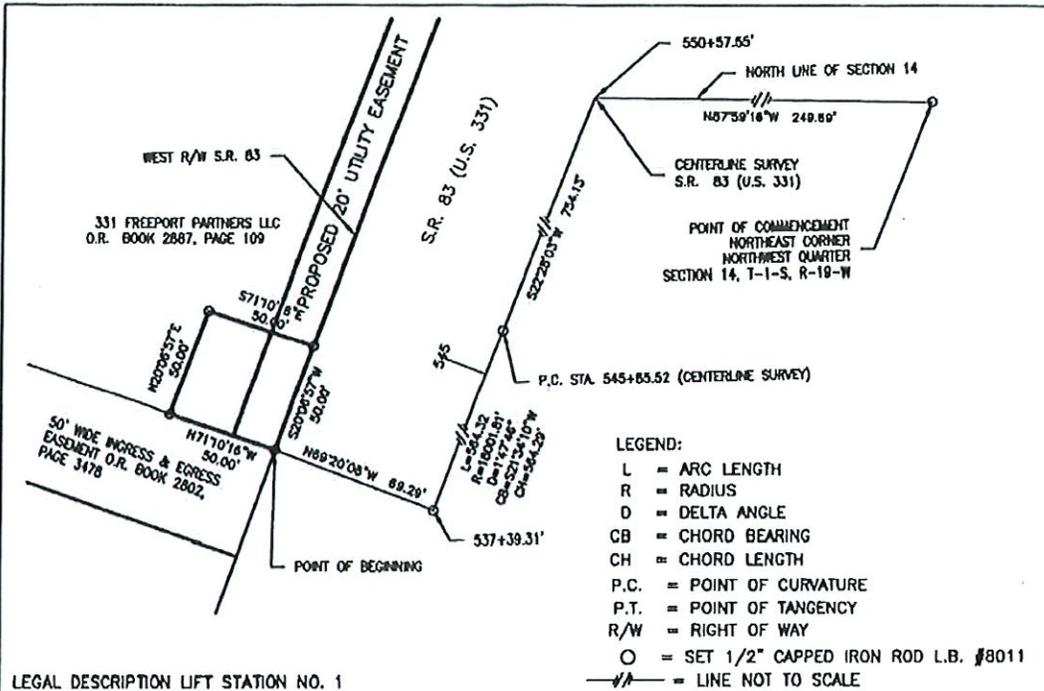
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel G. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



Elsie Sotomayor  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



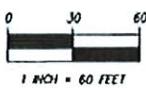
**LEGAL DESCRIPTION LIFT STATION NO. 1**

A PARCEL OF LAND LYING AND BEING IN THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE NORTHWEST QUARTER OF SECTION 14, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 87 DEGREES 59 MINUTES 16 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF SAID SECTION 14, FOR A DISTANCE OF 249.69 FEET TO THE CENTERLINE OF SURVEY OF STATE ROAD 83 (U.S. 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2208631 (SAID MAP BEING ON FILE AT F.D.O.T., DISTRICT 3 OFFICE, CHIPLEY, FLORIDA); POINT BEING AT STATION 550+57.55; THENCE SOUTH 22 DEGREES 28 MINUTES 08 SECONDS WEST, ALONG SAID CENTERLINE, FOR A DISTANCE OF 754.13 FEET TO P.C. STATION 545+85.52, STATION BEING ON A CURVE CONCAVE EASTERLY, HAVING A RADIUS OF 18001.81 FEET, THROUGH A CENTRAL ANGLE OF 01 DEGREES 47 MINUTES 46 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 564.32 FEET, (CHORD BEARING AND DISTANCE = SOUTH 21 DEGREES 34 MINUTES 10 SECONDS WEST, FOR A DISTANCE OF 564.29 FEET) TO STATION 537+39.31 FEET; THENCE LEAVING SAID CENTERLINE PROCEED NORTH 89 DEGREES 20 MINUTES 08 SECONDS WEST, FOR A DISTANCE OF 69.29 FEET TO THE WEST RIGHT OF WAY LINE OF SAID S.R. 83 FOR THE POINT OF BEGINNING; THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 71 DEGREES 10 MINUTES 16 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET; THENCE SOUTH 71 DEGREES 10 MINUTES 16 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET TO THE AFORESAID WEST RIGHT OF WAY LINE; THENCE SOUTH 20 DEGREES 08 MINUTES 57 SECONDS WEST, FOR A DISTANCE OF 50.00' THE POINT OF BEGINNING. CONTAINING 2,499.37 SQUARE FEET OR 0.057 ACRES, MORE OR LESS.

**SURVEYOR'S NOTES:**

- BEARINGS SHOWN HEREON ARE REFERENCED TO FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 80050-2500, F.P. NO. 2208631.
- THIS SKETCH, MAP, AND REPORT IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- SOURCE OF INFORMATION: FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 80050-2500, F.P. NO. 2208631.
- NO TITLE SEARCH, TITLE OPINION OR ABSTRACT WAS PERFORMED BY, NOR PROVIDED TO DEWBERRY FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS, ENCROACHMENTS, RIGHT-OF-WAYS, BUILDING SETBACKS, RESTRICTIVE COVENANTS OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES OR USE OF THE SUBJECT PROPERTY.
- THE SURVEY DEPICTED HEREON WAS PREPARED IN ACCORDANCE WITH THE STANDARD OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS AS DEFINED IN CHAPTER SJ-17 OF THE FLORIDA ADMINISTRATIVE CODE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.



SHEET INDEX	
TITLE	NO.
S&P PLAN (11"=100')	S1-S7
SURVEYOR'S NOTES & EXPLANATION	S8
DESCRIPTION	S8-SSA
LIFT STATION NO. 1 (1"=40')	S9
LIFT STATION NO. 2 (1"=40')	S10
LIFT STATION NO. 3 (1"=40')	S11

DAVID JOHN BARRIETT, P.S.M. DATE SIGNED  
 PROFESSIONAL SURVEYOR & MAPPER No. LS4018

**Dewberry**  
 DEWBERRY ENGINEERS INC.  
 203 ABERDEEN PARKWAY  
 PANAMA CITY, FLORIDA 32405  
 PHONE: 850 582 0644 FAX: 850 572 1011  
 WWW.DEWBERRY.COM  
 CERTIFICATE OF AUTHORIZATION NO. LB 6011

BOUNDARY SURVEY		DRAWING DATE:	PROJECT NO.
LIFT STATION NO. 1		01/13/20	50108576
SECTIONS 14, T-1-S, R-19-W		BY:	
WALTON COUNTY, FLORIDA		DJB	
FB/PG: N.A.	FLD DATE: N.A.	APPROVED BY:	S9
	SCALE: 1"=60'	JG	

## EASEMENT DEED

Deed made this 27<sup>th</sup> day of January, 2020 by 331 FREEPORT PARTNERS, LLC, a Florida Limited Liability Company whose address is 314 Clematis Street, Suite 200, West Palm Beach, Florida 33401, hereinafter referred to as Grantor, to CITY OF FREEPORT, FLORIDA, whose address is Post Office Box 339, Freeport, Florida 32439, hereinafter referred to as Grantee.

Grantors, for and in consideration of the sum of Ten Dollars and other valuable consideration, paid by Grantee, the receipt of which is hereby acknowledged, have granted, bargained and sold to Grantee, its successors and assigns, an easement for ingress, egress, and utilities purposes, over, across and under the following described real property:

### LEGAL DESCRIPTION LIFT STATION NO. 2

A PARCEL OF LAND LYING AND BEING SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 47 MINUTES 44 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF SAID SOUTHEAST QUARTER, FOR A DISTANCE OF 300.57 FEET TO THE CENTERLINE OF CONSTRUCTION OF STATE ROAD 83 (U.S. 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP BEING ON FILE AT F.D.O.T., DISTRICT 3 OFFICE, CHIPLEY, FLORIDA); POINT BEING AT STATION 248+43.15; THENCE SOUTH 04 DEGREES 55 MINUTES 9 SECONDS WEST, ALONG SAID CENTERLINE OF CONSTRUCTION, FOR A DISTANCE OF 70.77 FEET TO STATION 247+72.38. STATION BEING ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,639.44 FEET, THROUGH A CENTRAL ANGLE OF 03 DEGREES 37 MINUTES 55 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 484.26 FEET, (CHORD BEARING AND DISTANCE = SOUTH 06 DEGREES 44 MINUTES 15 SECONDS WEST, FOR A DISTANCE OF 484.18 FEET) TO STATION 242+88.12; THENCE LEAVING SAID CENTERLINE OF CONSTRUCTION PROCEED NORTH 81 DEGREES 26 MINUTES 47 SECONDS WEST, FOR A DISTANCE OF 77.00 FEET TO THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. 331) FOR THE POINT OF BEGINNING; SAID POINT BEING A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,562.44 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 22 MINUTES 44 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID RIGHT OF WAY AND CURVE FOR AN ARC DISTANCE OF 50.00 FEET, (CHORD BEARING AND DISTANCE = SOUTH 08 DEGREES 44 MINUTES 35 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET); THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 81 DEGREES 26 MINUTES 47 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET; THENCE NORTH 08 DEGREES 44 MINUTES 36 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET; THENCE SOUTH 81 DEGREES 26 MINUTES 47 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING.  
CONTAINING 2,501.39 SQUARE FEET OR 0.057 ACRES, MORE OR LESS.

**A copy of the survey is attached hereto as Exhibit A.**

together with the free right of ingress and egress over and across said property, insofar as such right of ingress and egress is necessary to the proper use of the right granted herein and for the locating of utilities to and from the Grantee's property.

IN WITNESS WHEREOF, Grantors have executed this easement deed on the date first above written.

Signed sealed and delivered in presence of:

331 Freeport Partners, LLC, a Florida Limited Liability Company

[Signature]  
Witness - name:  
[Signature]  
Witness - name:

By: [Signature] L.S.  
Its Managing Member

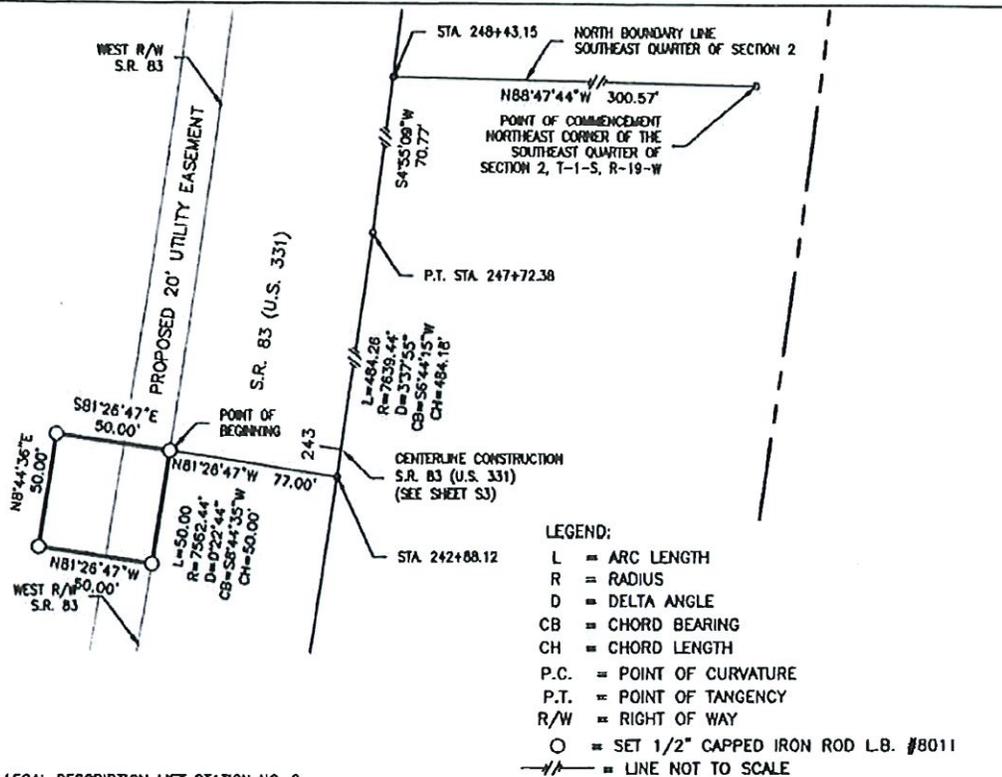
STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 24<sup>th</sup> day of January, 2020, by Daniel G. Hayes, as managing member of 331 Freeport Partners, LLC, a Florida Limited Liability Company on behalf of the LLC. He/She is either personally known to me or has produced \_\_\_\_\_ as identification and who took an oath.



[Signature]  
Notary Public  
Print Name: Elsie Sotomayor  
My commission expires: 12/04/2023

This instrument was prepared by:  
Adkinson Law Firm, LLC  
Post Office Box 1207  
DeFuniak Springs, Florida 32435



**LEGAL DESCRIPTION LIFT STATION NO. 2**

A PARCEL OF LAND LYING AND BEING SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 1 SOUTH, RANGE 19 WEST, WALTON COUNTY, FLORIDA AND PROCEED NORTH 88 DEGREES 47 MINUTES 44 SECONDS WEST, ALONG THE NORTH BOUNDARY LINE OF SAID SOUTHEAST QUARTER, FOR A DISTANCE OF 300.57 FEET TO THE CENTERLINE OF CONSTRUCTION OF STATE ROAD 83 (U.S. 331) AS SHOWN ON FLORIDA DEPARTMENT OF TRANSPORTATION (F.D.O.T.) RIGHT OF WAY MAP F.P. NO. 2206631 (SAID MAP BEING ON FILE AT F.D.O.T., DISTRICT 3 OFFICE, CHIPLEY, FLORIDA); POINT BEING AT STATION 248+43.15; THENCE SOUTH 04 DEGREES 55 MINUTES 9 SECONDS WEST, ALONG SAID CENTERLINE OF CONSTRUCTION, FOR A DISTANCE OF 70.77 FEET TO STATION 247+72.38, STATION BEING ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,639.44 FEET, THROUGH A CENTRAL ANGLE OF 03 DEGREES 37 MINUTES 55 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID CURVE FOR AN ARC DISTANCE OF 484.26 FEET, (CHORD BEARING AND DISTANCE = SOUTH 6 DEGREES 44 MINUTES 15 SECONDS WEST, FOR A DISTANCE OF 484.18 FEET) TO STATION 242+88.12; THENCE LEAVING SAID CENTERLINE OF CONSTRUCTION PROCEED NORTH 81 DEGREES 26 MINUTES 47 SECONDS WEST, FOR A DISTANCE OF 77.00 FEET TO THE WEST RIGHT OF WAY LINE OF STATE ROAD 83 (U.S. 331) FOR THE POINT OF BEGINNING, SAID POINT BEING A POINT ON A CURVE CONCAVE WESTERLY, HAVING A RADIUS OF 7,562.44 FEET, THROUGH A CENTRAL ANGLE OF 00 DEGREES 22 MINUTES 44 SECONDS; THENCE PROCEED SOUTHERLY ALONG SAID RIGHT OF WAY AND CURVE FOR AN ARC DISTANCE OF 50.00 FEET, (CHORD BEARING AND DISTANCE = SOUTH 08 DEGREES 44 MINUTES 35 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET); THENCE LEAVING SAID WEST RIGHT OF WAY LINE PROCEED NORTH 81 DEGREES 28 MINUTES 47 SECONDS WEST, FOR A DISTANCE OF 50.00 FEET; THENCE NORTH 08 DEGREES 44 MINUTES 36 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET; THENCE SOUTH 81 DEGREES 28 MINUTES 47 SECONDS EAST, FOR A DISTANCE OF 50.00 FEET TO THE POINT OF BEGINNING. CONTAINING 2,501.39 SQUARE FEET OR 0.057 ACRES, MORE OR LESS.

**SURVEYOR'S NOTES**

- BEARINGS SHOWN HEREON ARE REFERENCED TO FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 60050-2500, F.P. NO. 2206631.
- THIS SKETCH, MAP, AND REPORT IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- SOURCE OF INFORMATION: FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 60050-2500, F.P. NO. 2206631.
- NO TITLE SEARCH, TITLE OPINION OR ABSTRACT WAS PERFORMED BY, NOR PROVIDED TO DEWBERRY FOR THE SUBJECT PROPERTY. THERE MAY BE DEEDS OF RECORD, UNRECORDED DEEDS, EASEMENTS, ENCROACHMENTS, RIGHT-OF-WAYS, BUILDING SETBACKS, RESTRICTIVE COVENANTS OR OTHER INSTRUMENTS WHICH COULD AFFECT THE BOUNDARIES OR USE OF THE SUBJECT PROPERTY.
- THE SURVEY DEPICTED HEREON WAS PREPARED IN ACCORDANCE WITH THE STANDARD OF PRACTICE FOR PROFESSIONAL SURVEYORS AND MAPPERS AS DEFINED IN CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472.027 OF THE FLORIDA STATUTES.



SHEET INDEX	
TITLE	NO.
SKETCH (11'-X-17')	51
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LIFT STATION NO. 1 (11'-X-17')	54
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LIFT STATION NO. 3 (11'-X-17')	56

DAVID JON BARTLETT, P.S.M.	DATE SIGNED
PROFESSIONAL SURVEYOR & MAPPER No. LS4018	

<p><b>Dewberry</b> DEWBERRY ENGINEERS INC. 233 ALDERBROOK PARKWAY PANAMA CITY, FLORIDA 32405 PHONE 850.522.8944 FAX 850.522.1011 WWW.DEWBERRY.COM CERTIFICATE OF AUTHORIZATION NO. 18 M11</p>	<b>BOUNDARY SURVEY</b> LIFT STATION NO. 2 SECTIONS 14, T-1-S, R-19-W WALTON COUNTY, FLORIDA		DRAWING DATE: 09/30/2019	PROJECT NO. 50106576
			BY: DJB	
			APPROVED BY: JC	S10
FB/PG: H.A.	FLD DATE: H.A.	SCALE: 1"=60'		

Tab 8



Dewberry Engineers Inc. | 850.267.0759  
877 CR 393 North | 866.557.0076 fax  
Santa Rosa Beach, FL 32459 | www.dewberry.com

February 4<sup>th</sup>, 2020

Mr. Russ Barley, Mayor  
City of Freeport  
P.O. Box 339  
Freeport, FL 32439

RE: US 331 North Wastewater Expansion

Dear Mayor Barley,

Dewberry is pleased to provide this proposal for engineering services for design, permitting and construction phase services for the proposed US 331 North Sewer Expansion.

A detailed scope of work labeled as **Attachment A**, is included to detail our scope of services and associated fees along with the Terms and Conditions provided in **Attachment B**.

Dewberry proposes to provide the services described in the attached Scope of Work (**Attachment A**) for a lump sum amount of **\$283,500.00**. If additional services, not described in the attached Scope of Work, are required and authorized by the Client, these services can be provided and would be based on an hourly rate plus expenses.

If you have any questions or need additional information, please contact me at (850) 571-1255 or at [arouchaleau@dewberry.com](mailto:arouchaleau@dewberry.com).

Sincerely,

**DEWBERRY**

Alex Rouchaleau, P.E.  
Project Manager

Attachment A  
Scope of Work/Agreement

February 4<sup>th</sup>, 2020

This agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2020, between the City of Freeport, known hereinafter as CLIENT, and Dewberry Engineers Inc.

This agreement defines the terms under which Dewberry shall provide professional services to CLIENT.

**PROFESSIONAL SERVICES FEES SUMMARY**

**Task #1 – Surveying Services**

**Lump Sum \$ 30,000.00**

**Site Specific Topographic Survey**

Prepare a Site Specific Topographic Survey of the existing conditions on site to meet the minimum Technical Standards as prescribed by the Florida Board of Professional Land Surveyors in Chapter 5J-17.051 FAC, pursuant to Section 472.027, Florida Statutes. The survey will include the following:

- Approximately 4.5 miles of the western ROW along US-331 from Business 331 to SR-20.
- Existing improvements on site within the existing ROW
- Existing utilities on-site and in proximity to the project areas
- Topography depicting spot elevations and 1' contours
- Location of existing trees and other landscape features
- Location of existing driveways
- Temporary benchmarks as required

**Task #2 – Subsurface Utility Engineering**

**Lump Sum \$ 5,000.00**

**Site Specific Underground Utility Survey**

Prepare a Site Specific Underground Utility Survey of the existing conditions on site along the portion of US-331 where installation will be within the FDOT ROW. Services to include:

- Subsurface utility designation / location and mapping
- Vacuum excavation at test hole locations
- Ground penetrating radar
- Utility coordination

**Task #3 – Force Main Design Services**

**Lump Sum \$127,500.00**

Provide 100% design plans and specifications for the proposed forcemain, gravity sewer, and lift station installation along US 331. In addition, design and permitting tasks include:

- Design of approximately 3.75 miles of dual forcemains, 1.5 miles of gravity sewer, and two wastewater lift stations.

- Meet with City staff to review 30%, 60%, and 90% plans, specifications, and contract documents.
- Provide 100% plans, specifications, and contract documents to the City.

**Task #4 –Permitting Services**

**Lump Sum \$15,000.00**

Provide all necessary permits for the proposed Freeport US 331 North wastewater expansion. Permits shall include:

- Obtain FDOT Utility Permits.
- Obtain Environmental Resource Permits as required.
- Obtain FDEP Wastewater Permits as required.
- Obtain USACOE permits as required.

**Task #5 –Bid Phase Services**

**Lump Sum \$10,000.00**

Bid Phase Services shall include the following:

- i. Advertisement to bid
- ii. Holding and attending pre-bid meeting
- iii. Reviewing and answering questions received during bid phase.
- iv. Issuing Addendum(s)
- v. Attending bid opening
- vi. Reviewing bids and making recommendation to City.

**Task #6 – Construction Engineering and Inspection**

**Lump Sum \$96,000.00**

- Maintain all construction field records; make daily entries in the project diary to indicate the Consultant's personnel and Contractor's personnel present on the job site, the Contractor's personnel and equipment being utilized on the project, the work being accepted, the acceptability of traffic control, and the charging of contract time.
- Coordinate with the City Utility Representative(s) for all relocations/adjustments of utility facilities for the construction of work site.
- Provide full time inspection for the contractor's construction operations (daily) to ensure that all work is performed in accordance with the specified plans and specifications.
- Keep clear and concise daily records of the construction activities, prepare monthly pay estimates, and make monthly progress reports in conformance with City requirements.
- Review and comment on all shop drawing and submit to City for further handling, review and distribution.
- Review and respond to all Contractor questions through issue of Requests for Information (RFI).
- Review, respond, and process all Change Orders.
- Review and process of all Construction Pay Applications from Contractor.
- Perform punchlist inspections at project completion.
- Assist the City with disbursement requests to the funding agencies.
- Coordination and oversight of all Owner provided verification tests.

- Perform oversight of all on site materials testing and equipment startup testing.
- All construction activities shall be coordinated between the Consultant and the City.
- All work standards, methods or reporting, and documentation of pay quantities will be in accordance with the policies and procedures of the City. All partial and final construction estimates, and other information must be submitted on forms approved by City authorized representatives.
- The Consultant will be available for conferences, visits to jobsites, and/or inspections by City authorized representatives, Contractor's representatives, and Grantor's representatives.
- All construction inspection personnel utilized by the Consultant must meet and retain the same qualifications and certification requirements as required of FDOT construction personnel.
- Submit all required documentation and certifications for the closeout of all permits.
- Review Contractor's As-Built documents for conformance with inspector's logs and with project requirements.
- Review, consolidate and turn over to City project record documents received from Contractor including:
  - Operation and Maintenance manuals
  - Shop Drawings
  - As-Built drawings and specifications

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**TOTAL PROPOSED LUMP SUM FEE:**

**\$283,500.00**

If additional services, not described in this proposal are required and authorized, these services can be provided and would be based on an hourly rate.

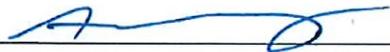
We sincerely appreciate you giving Dewberry the opportunity to be of service to you.

If you have any questions or need additional information, please contact me at (850) 571-1255 or by email at [arouchaleau@dewberry.com](mailto:arouchaleau@dewberry.com).

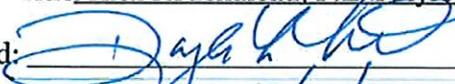
**DEWBERRY**

Address for correspondence:

877 CR 393 North  
Santa Rosa Beach, FL 32459

By: 

Name and Title: Alex Rouchaleau, P.E. Project Manager

Witnessed: 

Date: 2/4/2020

**CITY OF FREEPORT**

Address for correspondence:

PO Box 339  
Freeport, FL 32439

By: \_\_\_\_\_

Name and Title: \_\_\_\_\_

Witnessed: \_\_\_\_\_

Date: \_\_\_\_\_

Tab 9

### CONTRACT CHANGE ORDER

CONTRACT FOR CITY OF FREEPORT – PHASE I WASTEWATER UTILITY UPGRADES	ORDER NO. 4
	DATE 3/3/2020
OWNER CITY OF FREEPORT	STATE FLORIDA
	COUNTY WALTON

To J&P Construction Co., Inc.

(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
1. Installing an additional 160-ft of HDPE directional bore and 120-ft of 8-inch PVC by open trench.		31,200.00
TOTALS	\$	\$ 31,200.00
NET CHANGE IN CONTRACT PRICE	\$	\$ 31,200.00

**JUSTIFICATION:**

- The proposed change will provide a new route for the tie-in to the master lift station to avoid utility conflicts, avoid road closure due to the tie-in depth at the existing wetwell, and reduce the depths for the proposed valves from 15-18-ft to 4-ft allowing them to be accessed.

The amount of the Contract will be **increased by: \$31,200.**

The Contract Period provided for Completion will be **increased by: 18** Days.

This Document will become a supplement to the contract and all provisions will apply hereto.

Requested  3/3/2020  
 (Contractor) (Date)

Recommended  3/3/2020  
 (Owner's Engineer) (Date)

Accepted \_\_\_\_\_  
 (Owner) (Date)

DESCRIPTION:

ADDITIONAL DIRECTIONAL DRILLING, DRILL RELOCATIONS, AND PIPING AT LS#1

	QTY	UNIT	UNIT PRICE	LABOR COST	UNIT PRICE	MAT'L COST	UNIT PRICE	SUB COST	TOTAL COST
MATERIAL/GAS INVOICES		L.S.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mike Papili		HRS.	27.50	0.00	0.00	0.00	15.64	0.00	0.00
Mike Papili OT		OT HRS.	41.25	0.00	0.00	0.00	15.64	0.00	0.00
Raul Insencio		HRS.	17.00	0.00	0.00	0.00	6.25	0.00	0.00
Raul Insencio OT		OT HRS.	25.50	0.00	0.00	0.00	6.25	0.00	0.00
Raul Garza		HRS.	20.00	0.00	0.00	0.00	7.50	0.00	0.00
Raul Garza OT		OT HRS.	30.00	0.00	0.00	0.00	7.50	0.00	0.00
Joseph Oropeza		HRS.	17.00	0.00	0.00	0.00	5.25	0.00	0.00
Joseph Oropeza OT		OT HRS.	25.50	0.00	0.00	0.00	5.25	0.00	0.00
Joe L. Ramirez		HRS.	17.00	0.00	0.00	0.00	6.25	0.00	0.00
Joe L. Ramirez OT		OT HRS.	25.50	0.00	0.00	0.00	6.25	0.00	0.00
Marlin Palominos		HRS.	15.00	0.00	0.00	0.00	3.75	0.00	0.00
Marlin Palominos OT		OT HRS.	22.50	0.00	0.00	0.00	3.75	0.00	0.00
Ramon Eglesten		HRS.	15.00	0.00	0.00	0.00	3.75	0.00	0.00
Ramon Eglesten OT		OT HRS.	22.50	0.00	0.00	0.00	3.75	0.00	0.00
ADDITIONAL 160' OF 12" HDPE DIRECTIONAL DRILL	160.00	L.F.	0.00	0.00	0.00	0.00	190.00	30,400.00	30400.00
8" FORCE MAIN BY TRENCHING	120.00	L.F.	0.00	0.00	0.00	0.00	40.00	4,800.00	4800.00
DEDUCT OFFERED BY J&P FOR THIS DRILL ONLY	160.00	L..S	0.00	0.00	0.00	0.00	(25.00)	(4,000.00)	-4000.00

TOTALS				-		-		31,200	31,200
PAYROLL TAXES	36.00%			-		-		-	-
SALES TAX (ABOVE)	7.00%			-		-		-	-
SUBTOTALS				-		-		31,200	31,200

SMALL TOOL ALLOWANCE OF 3% OF LABOR + MAT'L

EQUIPMENT RENTAL

OVERHEAD

PROFIT

SUB TOTAL

0.00%

0.00%

31,200

NOTE: ONLY THOSE ITEMS SPECIFICALLY MENTIONED ABOVE ARE INCLUDED IN THIS CHANGE ORDER PROPOSAL. THIS PROPOSAL IS FIRM FOR 3 DAYS AND IS SUBJECT TO REVISION THEREAFTER. THIS CHANGE ORDER INCLUDES AN 18 DAY CONTRACT EXTENSION.

OWNED EQUIPMENT RENTAL RATES AND USAGE  
(RATES BASED ON "GREEN BOOK" RENTAL RATES, 2013)

DESCRIPTION OF EQUIPMENT	HOURS	RATE	DAYS	RATE	WEEKS	RATE	MONTHS	RATE	TOTAL
160 CFM AIR COMPRESSOR		\$ 20.80		\$ 104.00		\$ 330		\$ 897	-
PAVING BREAKER OR ROCK DRILL		\$ 9.80		\$ 49.00		\$ 121		\$ 310	-
PNEUMATIC TAMP		\$ 6.20		\$ 31.00		\$ 109		\$ 312	-
PNEUMATIC IMPACT WRENCH		\$ 6.00		\$ 30.00		\$ 105		\$ 274	-
COMPACTORS - "JUMPING JACK"		\$ 14.00		\$ 70.00	-	\$ 178		\$ 490	-
RE-BAR CUTTER		\$ 13.80		\$ 69.00		\$ 224		\$ 603	-
COMPACTORS - ROLLER, VIBRATORY, SELF-PROP.		\$ 70.20		\$ 351.00		\$ 1,093		\$ 2,130	-
COMPACTOR, 54"		\$ 86.60		\$ 433.00		\$ 1,294		\$ 3,650	-
CONCRETE BUCKET, 1 C.Y.		\$ 8.00		\$ 40.00		\$ 116		\$ 318	-
CONCRETE CONVEYOR		\$ 46.80		\$ 234.00		\$ 710		\$ 1,888	-
CONCRETE FLOOR FINISHING MACHINE		\$ 12.00		\$ 60.00		\$ 181		\$ 491	-
CONCRETE VIBRATOR		\$ 9.00		\$ 45.00		\$ 125		\$ 360	-
35 TON CRAWLER CRANE		\$ 120		\$ 600.00		\$ 1,700		\$ 5,000	-
18 TON HYDRAULIC CRANE		\$ 84.80	-	\$ 424.00		\$ 1,555		\$ 3,958	-
30 TON HYDRAULIC CRANE		\$ 158.6		\$ 793.00		\$ 2,375		\$ 6,000	-
SELF-PRIMING TRASH PUMP, 3"		\$ 15.60		\$ 78.00		\$ 253		\$ 724	-
SELF-PRIMING TRASH PUMP, 6"		\$ 45.80		\$ 229.00		\$ 719		\$ 2,171	-
SUBMERSIBLE PUMP, 1.5"		\$ 6.80		\$ 34.00		\$ 112		\$ 315	-
SUBMERSIBLE PUMP, 3"		\$ 12.80		\$ 64.00		\$ 204		\$ 513	-
DOZER, JOHN DEERE 550		\$ 102.20		\$ 511.00		\$ 1,391		\$ 3,906	-
ROUGH TERRAIN TELESCOPIC FORKLIFT		\$ 50.00		\$ 250.00		\$ 1,000		\$ 3,000	-
LOADER, CATERPILLAR 931 TRACK		\$ 60.00		\$ 300.00		\$ 950		\$ 2,850	-
BACKHOE, JOHN DEERE 410	-	\$ 64.20	-	\$ 321.00		\$ 951		\$ 2,540	-
LOADER, RUBBER TIRE 544		\$ 118.00		\$ 590.00		\$ 1,781		\$ 4,691	-
EXCAVATOR, JOHN DEERE 85 G	-	\$ 49.00	-	\$ 392.00		\$ 1,154		\$ 3,420	-
EXCAVATOR, JOHN DEERE 210		\$ 172.8		\$ 864.00	-	\$ 2,512		\$ 7,194	-
EXCAVATOR, KOMATSU 290		\$ 226.0		\$ 1,130.00		\$ 3,255		\$ 9,549	-
WELDING MACHINE, 200 AMP		\$ 10.60		\$ 53.00		\$ 168		\$ 471	-
CORE DRILL/CONCRETE SAW (DIAMOND BITS NOT INCLUDED)		\$ 13.00		\$ 65.00		\$ 211		\$ 583	-
GENERATOR SET		\$ 9.60		\$ 48.00		\$ 161		\$ 445	-
PIPE SAW, 12"		\$ 10.80		\$ 54.00		\$ 172		\$ 442	-
PICKUP TRUCK		\$ 13.64	-	\$ 68.20		\$ 207		\$ 620	-
OFFICE TRAILER		\$ 10.20		\$ 51.00		\$ 173		\$ 458	-
LASERS FOR GRADE CONTROL		\$ 12.80		\$ 64.00		\$ 207		\$ 590	-
TRENCH SHIELDS		\$ 31.00		\$ 155.00		\$ 463		\$ 1,549	-
UTILITY TRAILER		\$ 10.40	-	\$ 52.00		\$ 160		\$ 658	-
DEWATERING PUMP, 12"		\$ 28.13		\$ 225.00		\$ 900		\$ 2,250	-

\$ -

PENDING LIST

Tab 10

Assigned	Project	Update Information
Attorney	City Council Districts	Attorney is working with Supervisor of Elections
Attorney	Road Agreement with Walton County	Councilwoman Brannon/Attorney Adkinson meeting with County Officials
Planner/ Attorney	Hammock Bay Roads	In progress as of 10/31/2019
Attorney/ Councilman McCormick/ Parks Director	Recreation Facility Ordinance	Ordinance in progress; advertised for 2nd Reading. As of 2/27/2020
Attorney	Municode Irrigation Verbiage added to Water & Sewer in the LDC.	Bring back for 1st Reading as of 7/9/2019
Attorney	Ordinance/Resolution for approved Commercial water and sewer rate study approved by Council on 11/12/2019	Rate study adopted 2/27/2020, Resolution/Ordinance format approved.
Attorney/ Staff	Ordinance Language	Special meeting 2/27/2020 Staff to work with Clay and bring back to Council.
Finance Officer/ Utilities Billing Manager	Bad Debt Write Offs	Waiting on the Forensic Audit to be complete as of 10/31/2019
Finance Officer/ Council	Forensic Audit	Auditors were here on Feb. 25th and 26th. Update as of 3/4/2020
Clerk's Office	City Manager Position	City Manager Candidates Interviews March 5, 2020 @ 6:00 p.m.
Clerk's Office	Agenda Software	Software has been updated to change voting results in the minutes. Minutes for the Jan. 14th and 23rd have been corrected. Next step, to take minutes directly to Escribe software during a meeting. As of 3/4/2020

## PENDING LIST

Clerk's Office	Sports Complex WIFI	Centurylink Tech installed routers on March 2, 2020. Waiting for Centurylink to set appointment for next step.
Clerk's Office	331 Branding Logo"Anchor Here Grow Here" Trademark	Received email from Shantelle @ Fransis Roy stating a possible extension may have to be filed, she copied Clay in on the email for his direction. As of 2/11/2020
Planner	Safe Routes to School Grant Phase II	In progress as of 10/31/2019
Planner	331 South Corridor Standards	Council Action: Continue second reading and readvertise. Latilda to bring back Special Event Permit definition. Update as of 12/10/2019
Councilman McCormick	City Fuel Tank	Council approved to further explore pricing and funding opportunities as of 9/27/2019

Dewberry Project Updates - March 2020				
Project	Description	Dewberry Project #	Project Status	Project Estimated Completion Date
SR 20 Widening	Provide comments on City's utilities to FDOT SR-20 widening	None	Submitted	7-Feb
FDOT SCOP Municipalities Grant Application	FDOT grant funding for City roadway project	None	Preparing application, construction cost estimate and typical sections	March 20th, 2020
SRF Phase I Wastewater Improvements - Construction	Construction engineering and inspection services for Phase I Wastewater Improvements	50102128	Construction approximately 70% complete. Working in Riverwalk development. Hammock Bay work remaining includes lift station and directional bores.	Agreement deadline July 15th 2020
USDA WWTF	Design and permitting for the WWTF expansion to 1.5 MGD	50092278	90% design complete ; submitted response to FDEP permitting questions. Waiting for Reuse Agreement with Hammock Bay	on schedule with Agreement
Recreational Trails Grant - Hammock Bay	Construction of recreation trails and amenities at the City parcel in Hammock Bay	50098665	Parks Dept completing final installations. Submitting for reimbursement by end of March.	Reimbursement deadline September 21 2020
FDOT SR. 20 Beautification Grant	Design and construction of landscaping improvements along SR 20	50108564	Responding to FDOT comments. Project will be performed by Parks Department	FDOT extension until 6/30/2020
East Bay Loop Road Watermain Improvements	Survey, design and permitting for 14,000-ft of watermain improvements along East Bay Loop Road	50108562	Holding negotiation discussions with Contractor	Construction to start March or April 2020
Lafayette to East Jackson Force main Upgrade	Survey, design and permitting for force main improvement from N. Jackson to Lafayette Lift stations	50108563	Projects were advertised to bid on 2/5/20	Construction start April 2020
US 331 North Water and Sewer Expansion	Easement and developer's agreement for utility expansion along US 331 north of SR 20	50108576	On agenda for approval	
4-Mile Creek Park	Joint project between Walton County and Freeport			
West Bay Loop Lift Station Improvements	Performing upgrades to West Bay Loop lift station	50108573	Parks Department performing inhouse. Dewberry provided plans	
SRF Phase I Water Improvement - Design and Permitting	Design and permitting for the US 331 water main improvements from SR-20 south to Lagrange	50108578	Survey for additional East Bay Loop forcemain underway design ongoing	Project to bid end of March 2020 100% Plans and permits ready by 6/1/2019 to submit for August 2020 SRF funding
Washington Street resurfacing and stormwater improvements	Design of roadway resurfacing and stormwater improvements	50119502	Design underway	Survey completion January 2020; Design completion March 2020
Barrier Free Park Phase I Improvements	Design of Phase I Barrier Free Park improvements	50119501	Survey underway	Survey completion January 2020; Design completion March 2020
Elevated Water Tank Maintenance Contract	Support City with 10-year maintenance contract for elevated water storage tanks		Recoating of tank bids due Feb 2/18	Bid project February 2020
Wagon Wheel Ground Storage Tank	Provide design support for a ground storage tank at the Wagon Wheel well site	None	Working with tank suppliers for conceptual plan	
Jolly Bay Road Forcemain Repair	Provide directional bore design for forcemain repair	50108575	Bids on 3/6/2020	Bid opening on 3/6/2020
WWTF Optimization Study	Provide recommendations to bring online the wastewater reuse system	50108568	Study complete; sludge removal started and is ongoing; all filter equipment has been received / scheduling installation	
Roadway Maintenance Plan			Received formal list of County vs. City roads and funds allocated; working on formal response with City Planner	
City Hall Facilities Plan	Community center		Researching funding opportunities	